

Minutes for Duplex Council Meeting

Monday, July 23, 2018

Location: Meeting House

Attending: 1 Director; 2 DC and 1 TH resident totaling 4

1. Meeting was called to order at 7:00 pm.
2. Landscaping Issues for Review
 - In an email, Diane Drew shared her concern about the pruning vs the trimming of the shrubs. Proper pruning will keep the shrubs from growing too large and having to be replaced rather than just trimming them into shape.
 - She also brought up her concern about the shrubs along the sidewalks on Scarlet Lane that are way too big and taking up half the sidewalk area. (4 Scarlet La. was a specific example.)
 - Kathleen will bring this issue up with Elite and Russo.
3. Still Seeking Additional Director
 - We discussed the responsibilities and time commitment of this position and hope one of the DC residents will agree to step up to the position.

It requires:

 1. One hour every other month to attend DC Meetings (6 hrs. Yrly)
 2. One hour of preparation to read the monthly board packet (12 hrs. Yrly)
 3. Two hours monthly to attend the board meetings (24 hrs. Yrly)
 4. Miscellaneous questions/concerns from the residents (1-2 hrs. Yrly)
 5. Annual walk in the spring to address landscaping issues. (1 hr. Yrly)
 6. Budget meeting with Elite (1 hr. Yrly)
 7. Total **46 hours annually** or **less than 4 hours a month.**
 - Being a Director provides leadership and service to the community and is a very rewarding experience.
 - Please contact and existing Director Tracy or Durr if you would like to join the team.
4. Budget Issues for the coming year
 - We discussed the landscaping/snowplowing fix that will raise dues approximately \$20 per unit per month next year.
 - The current budget is tight and there are no excess dollars to be saved.
 - The deficit we will incur this year will come out of our reserves. To rectify that for the coming years, dues will go up. The rest of the budget will stay the same unless something changes drastically by the end of the year.

5. Current Status on Boundaries

- We are looking for 10 more YES votes because of people moving and because the lawyers want to have sufficient overage to be sure the vote is accurate. If you have not signed, please consider doing so.

6. Standards Committee Report from Theda

- We have one new rule change that was proposed because of the new insurance company. The policy does not allow skating on the large pond because of the risk. The rules indicated that it was allowed. It has now been changed to eliminate skating on the pond.
- Last month, SC proposed a new Fire Pit rule that also accommodates the insurance company requirements. Please see the rule change in the Board Minutes for Subsection 27.12 indicting fire pits of any kind are prohibited.
- As the board is looking at new access entry for the pool, Proposed Rules for the Pool Access System were drafted and reviewed. The new access system will be able to track the card users so people who should not have access will not be allowed into the pool area. Only a card, not a code, will give residents pool access.

7. Other issues or concerns from residents

- We were reminded that dryer vents need to be cleaned by each resident to prevent fires. Marcells of New England is a reputable company who has done this work for a number of residents. (860) 658-5709. There are other options but if a group of residents get together and use Marcells, they may provide a discount. Option of who you use is up to you as long as the work gets done.

8. Calendar

○ Upcoming Events:

1. July Conservancy Board Meeting 7/25/18 @ MH 7PM
2. Happy Hour at the Pool 8/10/18 5:30-7:30
3. Rec and Social Club Meeting 8/14/18 @ MH 7:15PM
4. Standards Committee 8/7/18 @ MH 7PM
5. August Conservancy Board Meeting 8/29/18 @ MH 7PM
6. Book Club Meeting 8/30/18 @ MH 7PM
7. Next DC Meeting at 2 Dunbar Dr. 9/17/18 @ MH 7PM

9. Meeting adjourned at 7:50 pm

Minutes respectfully submitted by Director Kathleen Tracy