

FEBRUARY 16 DUPLEX COUNCIL MINUTES  
Submitted by Tom Schuck

**In Attendance**

Tom Schuck, Milna Rosario, Robert DeMarco, Diane Corcoran, Beth Holcom, Mark Brick, Theta Marinelli, Linda Howell

**Host**

Peter DeBisschop

Meeting Called to Order At 7:02pm

Tom asked Milna if she would like to lead the meeting, Milna declined. Tom asked Robert Demarco to take part in the directors' forum due to his past experience as a Duplex Director

**10 Scarlet:** Tom overviewed the remediation situation at 10 Scarlet and assured that no Duplex were being utilized. Tom also mentioned that the Standards Committee has created standards for the Duplex council for remediation if necessary in the Future. Theta corrected that the standards were not final until they could be presented to the full association meeting

**19 Marble Faun, leaking basement.** Two proposals were presented and read by Tom to the homeowner, Milna and Robert. Budget Dry proposal appeared to only cover one of the two cracks and the work description was not impressive.

Extreme Maintenance proposal for 3137.00 covers both cracks with what appears to be a more thorough work description. Tom will call Extreme Maintenance to address 3 issues before final approval

1. What is the warranty?
2. For exterior digging, is the replacement of landscaping included
3. When you were at the site, you mentioned the electric box to the homeowner, but did not include it in the proposal.

**Tree trimming :**Tom reviewed the Evergreen Contract for \$6250, street by street This list can be found as addendum #1

Tom presented all in attendance the importance of good financial management. Every \$1100 of for any and every reason could equate to a \$1 per month raise in Duplex council fees, unless an equal savings in budget could be found elsewhere. Also the importance of Increasing the Duplex reserves to prevent assessments in the future

**Insurance:** Is there such a insurance policy that can be purchased that can be used for large assessments. Tom and Diane Corcoran will look into this.

**Budgets Overview.** Tom presented an overview of how the \$353 monthly fee is utilized by cost category, allowing questions for clarification. Robert DeMarco assisted in explanations.

**Snow removal:** all agreed that snow removal has been prompt and thorough

**There were no further owners forum Questions Meeting adjourned 7:45 pm**

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