

# Duplex Council Meeting

## January 19, 2022

### **Attendees:**

Host: Peter D

Directors: Roland Bernier, Tom Schuck

Unit Owners: Dianne C, Rich F, Lynn A, Barb D, Debbie L

### **Meeting opened at 7:04 p.m.**

### **Old business:**

1. Roland gave an update on the recent confusion over the HOA fee for 2022. Due to a misunderstanding when the budgets were presented at the November Conservancy meeting and voted on in December, the Duplex total common charge was incorrectly increased to \$417/month. When the Conservancy Board voted to reallocate \$5 worth of property liability insurance expenses from the Council budgets to the Conservancy budget, the Conservancy portion of the common fee was raised by \$5. The corresponding Duplex budget was intended to be reduced by that same \$5, resulting in no additional impact on the overall common fee. That did not happen, resulting in the email to all Duplex homeowners indicating a fee increase to \$417. Your Duplex directors worked with Elite to correct this and a notice of the correction went out to Duplex residents. Depending on how a Duplex homeowner pays their fees, they may adjust their February payment down by \$5 to compensate for the \$5 increase in January. Starting March, monthly fees will be reset to \$412.

### **New Business:**

1. With the start of a new year and a new Conservancy Board, two of the Duplex directors were voted into Board leadership positions: Tom Schuck as Treasurer and Roland Bernier as President. Roland noted that both he and Tom would continue to serve the Duplex community diligently alongside their new Conservancy level roles.
2. Change in how property liability insurance is paid by Walden Woods: See the above notes under Old Business.
3. Tom explained a new Service Ticket process that we are implementing with Elite whereby Duplex directors are notified as soon as a resident enters a service ticket request. This will allow us to connect with the homeowner where appropriate and ensure a complete understanding of the issue. It will also allow us to monitor Elite's response to the request and provide oversight into both contractor selection and follow-up inspection of the work done.
  - a. We are also asking homeowners to submit photographs of the issue, where appropriate, to aid in determining the best problem resolution.

4. We will be adding a new line to Duplex Reserves in order to cover periodic rust removal and painting of the exterior gas and electrical pipes. This will allow us to stay on top of keeping these in good condition while not impacting our operational budget.
5. Tom gave a summary of the Duplex Financial status as of month-end November 2021.

**Unit owners Forum:**

1. Peter pointed out that Townhomes will be inspecting their chimney caps for leak problems. Tom noted that for Duplex, we are using the engineer's advice, and planning it in 2032 along with the replacement of all roofs. Also, we are using our reserve funds to replace decks, which has become a much more serious and urgent use of our funds.
2. Debbie commented that people are still not cleaning up after their dogs. She was encouraged to send Chris a note so that the community could be reminded to be diligent in picking up after their pets. It was noted that reminders of this nature have been sent out frequently. Unfortunately, the behavior continues.