**Minutes for Duplex Council Meeting**

**Monday, November 19, 2018**

**Location: Meeting House**

Attending: 2 Directors; 3 DC residents, 1 TH Resident; totaling 6

1. Meeting was called to order at 7:00 pm.
2. Kathleen reported about the **Boundary Vote**. She, Roland Bernier and Ruth Johnson have been actively meeting with homeowners one by one to secure the votes needed. Although 226 was the exact number of votes needed, we needed a buffer as people are moving in and out so the number of yes votes changes. We have secured 241 votes so we are confident that the lawyers will certify the election in favor of the boundaries passing.
3. We discussed the **proposed budget** for the coming year one more time. There is a $10 increase being proposed to cover the cost of increased landscaping. The conservancy budget will also go up $1 to $51 for the coming year. That will mean the Duplex Council HOA fees will be $351 in 2019. The budget is tight but appears to be adequate for our needs. Everyone present was satisfied with the current proposed budget.
4. **Landscaping issues**:
   * With the early arrival of snow, our first removal was a challenge for many, including Russo. They understand what they need to do and will be ready for the next winter event. Hopefully the weather will calm down and they will be able to finish the fall clean up.
   * Gutter cleaning will take place within the next two weeks. We know the gutters are full but all the leaves are not down yet! The snow adds to the challenge. Be assured, gutter cleaning is on the way!
5. **Duplex Council meeting schedule** for the coming year: Resident said the schedule should accommodate the Directors first. We have decided to keep the schedule on the third Monday of the odd months at 7PM in the meting House. These are the dates so mark your calendars: January 21, March 18, May 20, July 15, September 16 and November 18, 2019.
6. **Standards Committee Report** from Theda Marinelli
   * Theda shared that there are two proposals to the board from the standards committee:

1) Rules for Moving Storage Containers and dumpsters: Must have an AAI and put them in the driveway. Damage to the driveway would be the resident’s responsibility. Date of removal must be listed.

2) New rules for the pond use (both ponds): Essentially, the pond will no longer accommodate fishing or boating. It will be for viewing.

* A Village spot is opening up on the committee. One resident has come forward and will be proposed to the Board.
* A Townhome spot has also opened up. Peter will send an email to the community to solicit for that spot.
* Board Liaison to the committee will be chosen in January.
* The Standards Committee will not be meeting in January; first 2019 meeting will be in February.
  + With two new residents at the meeting, Theda reviewed the basic items that require an AAI.

1. **Issues from Residents:**
   * There was a safety concern brought up from the units behind 33-35 Marble Faun. The retaining wall is covered with the grass so it’s not noticeable. The drop off from the yard is very steep. They questioned if a wall was needed to prevent a falling accident. Other residents shared that this scenario was also present in other areas of our council and we would have to address them all similarly. A fence would be very expensive and not add to the beautification of the property. Bushes were suggested as an alternative. We would like to start with having the grass trimmed from the top of the wall so it was visible. It was noted that this property has been like this from the outset. Kathleen has asked Chris to take a look at this.
   * Two units #5 Haskins and #5 Marble Faun have sustained significant damage to the siding. Theda asked that in addition to fixing the current siding problem that the contractor be asked for recommendations on preventing this from recurring in the future to avoid recurring expenses.
   * Theda thanked Kathleen for her service to the board as this is our last DC meeting of the year.
2. **Calendar** of Upcoming Events:

* Holiday Decorating 11/25/18 @ MH 1:00-3:00 PM
* Conservancy Board Meeting 11/28 @ MH 7PM
* Adult Holiday Party 12/1/18 @ MH 7:00-10:00 PM
* Children’s Holiday Party 12/2/18 @ MH 2:00-4:00 PM
* Standards Committee 12/4 @ MH 7PM
* Book Club Meeting 12/6 @ MH 7PM
* Rec and Social Committee Meeting 12/11 @ MH 7:00PM
* Annual Home Owner’s Meeting 12/12 @ MH 7:00 (Budget vote)
* Next Duplex Council Meeting 1/21/2019 @ MH 7PM

9. Meeting adjourned at 8:10 pm

Minutes respectfully submitted by Director Kathleen Tracy