**Duplex Council Meeting**

September 22, 2016

Attending: 2 Directors and 4 Residents; Total: 6

The meeting was called to order at 7:03 p.m.

1. **Door Jams**.

Chris Kohnle shared that the TH Council will no longer be doing door jams for their residents.  They have decided that it is part of the door which is the homeowner’s responsibility.  How do we want to handle this in our council?  We have budgeted $3,000 to start the process this year.  After some discussion, council members thought it was in our best interest to use the $3000 we have budgeted to paint all the door jams.  Following that, it will become the responsibility of the homeowners. Kathleen will talk to Chris about painting the door jams this fall.

1. **Budget**

* Duplex Council: we discussed income and expenses on a line by line basis. There are a number of areas where the budget may exceed our expenditures in 2017. We are specifically concerned about the insurance, general maintenance, and the water bill. We still have three months to go before we close out this year's expected budget but we had a conversation about raising dues $4-$5 to secure a budget for the following year that would not dip heavily into reserves. Kathleen will discuss the issue with Chris and we will bring it up again at our October meeting.
* Conservancy: copies of the budget were handed out to residents who attended but we did not discuss the Conservancy budget at this meeting. We will bring it up and October meeting.

1. **Upcoming events**

* Pool Closed on Sept. 18, 2016
* Oct. 15: Coat and food drive: leave your food/coats outside your front door by 10:00am

1. **Other issues or concerns from residents.**

Comments from Mark at Russo: "*I’ve had a few calls about some dead bushes and downspout erosion so I decided to walk the Council and look for both.  The shrub list is short but I did get a couple calls so I wanted to get you a proposal before it got too late. I apologize for the delay. I should have done this at least a month ago but there is still plenty of time. I also created a list of dead plants from the 2015 planting. There are about 12. Those will be replaced as part of the warranty before the end of the month."*

*"The downspout erosion is along the edge of the beds on the homes with walkout basements. I counted 10 total. Some should be done, others are just starting to show a problem. I don't think a piece of PVC sticking into the lawn is the way to go. If we do that there will be the potential for the pipe to be hit, disconnected or the water would still wash back towards the bed. Burying the pipe will get the water away from the bed without excavating all the way to the woods by using the pop up emitter. There are a couple of homes on Rhodora that have been done. Let me know when you have time and I can show you what it looks like."*

* Street Light on Haskins and Walden Meadow is out.
* The new Forsythia that was planted behind 6 Dunbar is dying. Do we need to have it replace?
* 5 trees by the ball field are almost dead or dead. Who is responsible?

1. Next meeting will be**October 20 at 2 Dunbar Drive at 7PM.**

1. Meeting adjourned at 8:05 PM.

Minutes respectfully submitted by Kathleen Tracy