



Winfield Condo Assoc. Fall 2015



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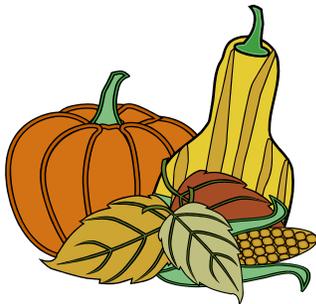
Kathryn Chester

Secretary

Arthur Chester

Director

Theresa Pitts-Amico



Your management co. is:

Elite Property Management
10 Melrose Drive
Farmington, CT 06032

Phone:

(860) 678-8300

Toll Free:

(888) 666-8300

Fax:

(860) 678-9300

After hours emergency

(860) 676-3392

Your Property Manager is:

Tony Santos x40
tony@epmlc.com

Your Assistant is:

Nola Rosiek x 22
Nola@epmlc.com

SNOW REMOVAL & TOWING

Please remember to move your vehicle from the parking areas when you hear the plows near your unit. The snow removal company cannot thoroughly clean the parking areas if vehicles are not moved out of their way. If vehicles are not cleaned off and moved their license plate will be photographed and emailed to Elite. The 1st offense will be a \$25.00 fine, the 2nd offense will be a \$50.00 fine and with the 3rd offense, your car will be towed at the owner's expense. In addition, if your vehicle has not been moved, and the contractor has to be called back, the costs associated may be assessed back to that unit owner. Also note, if you are away during a snow storm, it is your responsibility to make sure your vehicle is moved.

As a reminder, the Rules and Regulations state:

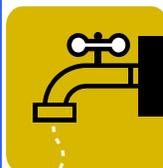
- √ All Unit Owners are responsible for their own, Tenant's, and guests' parking. Each Unit has two (2) designated spaces. All other vehicles may park in visitor spaces marked (V).
- √ There is a limit of two (2) vehicles per unit for overnight parking. Any temporary exceptions requires permission from the Executive Board.
- √ Residents are required to move their vehicles to facilitate the removal of snow, the spring and fall cleanups and the repair of common elements

Friendly Reminder

Don't leave any garbage or food out. Dispose of trash quickly. This can attract unwanted animals. No one wants skunks, raccoons or even bears on their decks or porches. **DO NOT FEED WILD ANIMALS!**



EXTERIOR FAUCETS



If you haven't already done so, please remember to shut-off the water to exterior faucets. To do so properly, please turn the faucet on from the outside and turn the water off from the inside. Leave the faucet in the open position to allow all of the water to drain out and then turn the exterior faucet off for the season.

CHANGE YOUR BATTERIES

A smoke detector can save your life but only if you change the batteries. Remember to change them every time you change your clocks; every spring and fall.



AVOID FROZEN PIPES

During the winter months (October 15th through April 15th) no Unit Owner will leave the unit vacant without taking precautionary measures to maintain heat in the unit and check the unit at least once a month. Frozen pipes are preventable. All Owners and Residents should maintain a minimum of 58 degrees in their Unit at all times. If you go away for an extended period of time, leave cupboard doors open to allow the heat to circulate to the pipes on exterior walls. Also, even if the heat is left on the water supply should be turned off, as well as the hot water heater. The Association will seek recovery of expenses directly related to damage due to the negligence on part of the Unit Owner. Damage to other units from burst pipes is the Unit Owner's responsibility. Power failures can unexpectedly leave units unheated and burst pipes can result in severe and extensive damage.

Speeding Vehicles

If you see vehicles speeding on the property, please take note of the license plate number. To ensure the safety of all residents, the Rules and Regulations state that the speed limit is restricted to **fifteen (15) miles per** hour within the complex. Please report any vehicles seen speeding on property to Elite Property Management at (860) 678-8300.

The more eyes the better!
Thank you!



Thanksgiving!

Be careful with Thanksgiving decorations to prevent trips, falls, and fires. Please no candles in pumpkins, or any pumpkins and gourds as they attract mice and squirrels. Also, please remove your decorations promptly after the holiday.



Parking Rules

There will be no overnight tandem parking as stated repeatedly in the past. It is an invitation for an accident. All Unit Owners are responsible for their own, Tenants' and guests' parking. Each Unit has two (2) designated spaces. All other vehicles may park in visitor spaces marked (V). Fines will be enforced for this violation! There is ample visitor parking to be utilized.

SNOW REMINDERS

- ✓ Please clear off snow while your car is parked in your parking place so the road is kept clear. DO NOT park along the road way until the storm is over and the contractor is ready to clear out your spots.
- ✓ Remove door mats during a storm to permit stoop clearing.
- ✓ Sidewalks and stoops may be cleaned at various times, but will be cleaned thoroughly when the storm ends.
- ✓ Calling the Elite emergency number after hours for non-emergency calls may result in a \$25 charge to you.
- ✓ Let's all try to cooperate with our new contractor fully! It would also be nice to thank them and to be appreciative for the hard work they do for us. Many of these guys are local folks and many grew up right here in Terryville.
- ✓ Please do NOT use any salt products on stoops or walkways. Repairs to stoops and stairs may be billed directly to unit owners.

REMINDER

Please keep your patios & decks clean of snow.
Thank you!
This is *your* responsibility!!