



# Winfield Condo Assoc. Spring/Summer 2016



## Board of Directors

### President

Robert DeMaida

### Vice President

Ruth DeMaida

### Treasurer

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:**

Pat Lokiec x 22  
Pat@epmlc.com

## Things you need to know!



### Cigarettes:

Cigarette smokers please do not throw your cigarette butts on the property. Be proud of your home and please help us keep it clean. **You could be fined and charged the cost of the cleanup.** This is a liability to the Association and a potential fire hazard.

### BBQ:

Please exercise caution when using your gas or electric barbecue grills. Charcoal grills are not permitted. Please keep your patios, deck, entryway areas, and stoops clean.

## Insurance

Winfield Condominium policy has a \$10,000 deductible. Therefore, if your unit requires interior repairs from damage you must contact your HO6 homeowner's insurance agent to submit a claim on your personal policy. To obtain a copy of the Association's Certificate of Insurance you may contact Rice, Davis, Daley and Krenz at 860-346-6611.



## A/C Unit

A/C units must be properly installed tilted out and down for condensation removal. Unit owner is responsible for water infiltration from any source due to the a/c and fan installation. All a/c unit must be removed at the end of the season.

**Please do not feed wild animals!**



## UNIT REGISTRATION FORMS



If you have had any changes to your emergency contact or vehicle(s), please notify Elite immediately. **Unit Registration Forms are available in the Documents section or our website.** We cannot process paperwork efficiently or handle emergency situations that may arise properly without that information. Elite's address is on the front page of this newsletter.

## 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.

## Speeding Vehicles

If you see vehicles speeding on 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!



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## Climbing Trees

Climbing trees and playing in the mulch beds is not permitted. Please help us keep our property looking good by keeping your children from damaging our trees and plantings.

## \*REMINDER\*

In an emergency such as fire or water damage contact Elite Property immediately.  
Thank you!

## Maintenance Procedures

All Winfield Condo residents must contact Tony or his assistant at Elite Property Management before undertaking any improvements to the units. We owners cannot hire unapproved vendors. All vendor must provide a copy of their insurance and licensing to Elite Property Management prior to commencing work

## Parking Rules

There will be no overnight tandem parking as stated repeatedly in the past. It is an invitation for an accident. All Unit Owner 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 visitors parking to be utilized.

## Dog Owners

Please walk your dogs in designated area and pick up after them! Dogs must be kept on a leash at all times and not tethered outside of the unit.

