

THE WOODLANDS

of
Windsor Locks

Winter is Here!



We do have a few guidelines that must be followed:

Vehicles must be moved when snow is being actively removed from your parking area.

You CANNOT move your vehicle to a visitor spot during a snow storm. Usually we put the snow behind the visitors spots.

There is NO parking on Meadow Lane during snow storms.

In the winter, even walking can be hazardous to your health. Now that it has begun to snow there are precautions that should be taken to prevent injuries. Using some common-sense measures can prevent sprains, bruises, and broken bones.

Wear the proper shoes or boots – with firm soles and a good tread.

Watch for ice patches. Although Bill's Landscaping sands and salts the property there may be small ice patches that are missed, or develop later. If you notice any, please take the time to contact Bill's Landscaping ASAP or Residential Management so the problems can be addressed.

Take the time to treat your property – You can obtain ice melt from Bill's Landscaping at (860) 749-0448. If there are any large patches, contact the Bill's Landscaping or Residential Management so the problems can be addressed.

Keep your heating vent pipes clear of snow and ice

2018 Board of Directors:

Diana Lysak
President

Eric Boisvert
Vice President

Richard Lindblom
Treasurer

Judy Chapman
Secretary

As a reminder:

If you are going away, notify your neighbors so that they may keep an eye out for your residence.

Please make sure you have filled out and submitted to Residential Management the Unit Owner Information Sheet with current information (mailing address, telephone numbers, email address, vehicle information and pet information). Also if you are a unit owner who has tenants renting your unit – a copy of the lease and tenant information must be provided to the Management Company.

If you plan to be away during the cold winter months, or if you are an off-site owner, whose unit is vacant, remember to always keep your heat at a minimum of 55 degrees to prevent freezing and bursting of pipes.

Residential Management Company, Inc.

Mark Kubera, Property Manager

110 Mountain Road
Suffield, CT

860-668-5342

markk@resman.net

Just to jog your memory....

- Keep garage doors closed and locked when not in use to prevent intruders from gaining access to your garage unit. Since access from one garage unit to the next can be gained over the garage wall partitions, your neighbors rely on your cooperation with this important policy. This is MANDATORY and is in the Rules and Regulations. If you are having a repair issue with your unit or something around the area, please contact Residential Management.
- The maintenance superintendent or contractor is generally contacted the same day, and will usually complete the request within a 72-hour period (depending on Board-established procedures and priorities) if not sooner. Repair requests and complaints are not official until they are sent to Residential Management. Board directors do not put in repair orders.

Garbage Collection

All American Waste will only collect garbage that is properly placed outside of garages of all unit owners.

All American Waste has the right to refuse trash pickup if your garbage & recycling barrels are not placed properly outside your garage.

- All barrels must be a minimum 3 feet away from garage door.
- Recycling & garbage barrels must be side by side—not one in front of the other.



Spring will be here before you know it!!

- Please remember that sliding doors, garage doors and decks are unit owners responsibility.
- Deck Paint Color: Behr Solid Color Stain in Chocolate SC-129 available at the Home Depot
- The master insurance deductible has been changed from \$5,000 to \$10,000.

Board meetings are the first Thursday of every month. Check website for details.

A Couple of Things:

- Visitor parking spots are only for visitors and should not be used by homeowners.
- See Something, Say Something! 860-627-1461 Windsor Locks Non Emergency Police
- Please don't drop off garbage at the end of Meadow Lane. If you have anything that needs to be hauled away, please read BULK Item Collections below.
- Also—metal garbage is only taken away on the 4th Friday of the month.
- Please do not flush anything other than toilet paper. It can clog pipes and damage the sewage ejection pumps.

DO YOU KNOW WHERE YOUR ASSOCIATION DOCUMENTS ARE?

You bought a home in our community, you should have received copies of all our governing documents—including the rules and regulations—prior to or at closing. Sometimes these documents get lost among all the other papers you received at closing. And many homebuyers are so involved moving into their new homes, they don't take the time to read all the fine print. As a homeowner, you have a right to these documents; so, if you don't have copies for any reason, let us know, and we'll provide them to you for a fee. Of course, it's your responsibility to provide the association with your current address and phone number (particularly nonresident owners). This enables us meet our obligation to provide all owners with information from the association. It's very important to have copies of the governing documents because you'll be expected to know and comply with all rules and regulations of the community. You'll also want to stay informed by reading all materials provided by the association. It's our responsibility to make these documents—the bylaws and the covenants, conditions, and restrictions—as understandable as possible, so if there's anything you don't understand, please let us know. We'll be glad to clarify any confusing language or give you other materials that answer your questions. That old expression—ignorance of the law is no excuse—isn't exactly our motto, but it's close.

Want to Be A Board Member?

Consider the following before you submit your name to be on the board:

1. Have you served on any committees to get a feel of how the association works?
2. Have you attended open meetings and participated in discussions?
3. Do you have the time to devote?
 - a) There is a monthly meeting that can last several hours
 - b) There are committee meetings to attend
 - c) There are phone calls and emails between board members and the property manager
 - d) Emails and calls from residents to respond to
 - e) Overseeing large projects as they arise
 - f) Special meetings when hiring contractors

- **Traits of Good Board Members:** Do you have what it takes to be a good board member? If you have a mix of some of the following traits and skills, consider running for a seat on the board. We'd love to have you.
- **Respect:** If you can give others respect and expect it in return, you can help keep board discussions civil, productive and on point. We're looking for people who can lead by consensus, not by command.
- **Good listening:** People want to be heard. Can you listen to board members and residents with sincere interest? You may have a few ideas of your own, but everyone benefits by sharing and discussing.
- **Thick skin:** Sometimes, residents—even other board members—can be mean and insulting. Are you good at turning a conversation around and finding out what's really bothering people?
- **Egos aside:** If you can give others credit, the board will operate better as a team.
- **Agenda aside:** Members who come to the board looking to help only themselves are a problem. A board is more productive when members don't have a personal punch list. Are you able to look after the community, not just your own interests? Are you willing to compromise?
- **Skill:** An association is a business. So having board members with accounting, organizational behavior and teambuilding backgrounds can help. Someone with a financial background, for example, might make for a good treasurer.
- **The ideal board comprises a mix of management styles,** professional skills and temperaments. If you know people with some of these traits or relevant skills, ask them if they'd be interested in joining the board. Some people don't think about running for a seat unless asked.
- **You don't have to know everything** when you join, but you should be familiar with the governing documents and the responsibilities of the job. Fellow board members and managers can help you with the transition and train you on board responsibilities, current work, projects and hot issues.
- **Leaders** can come from different places and backgrounds. There's no one mode that fits all. Share your knowledge and passion with the community.

FIND US AT:

WOODLANDSWINDSORLOCKS.COM

