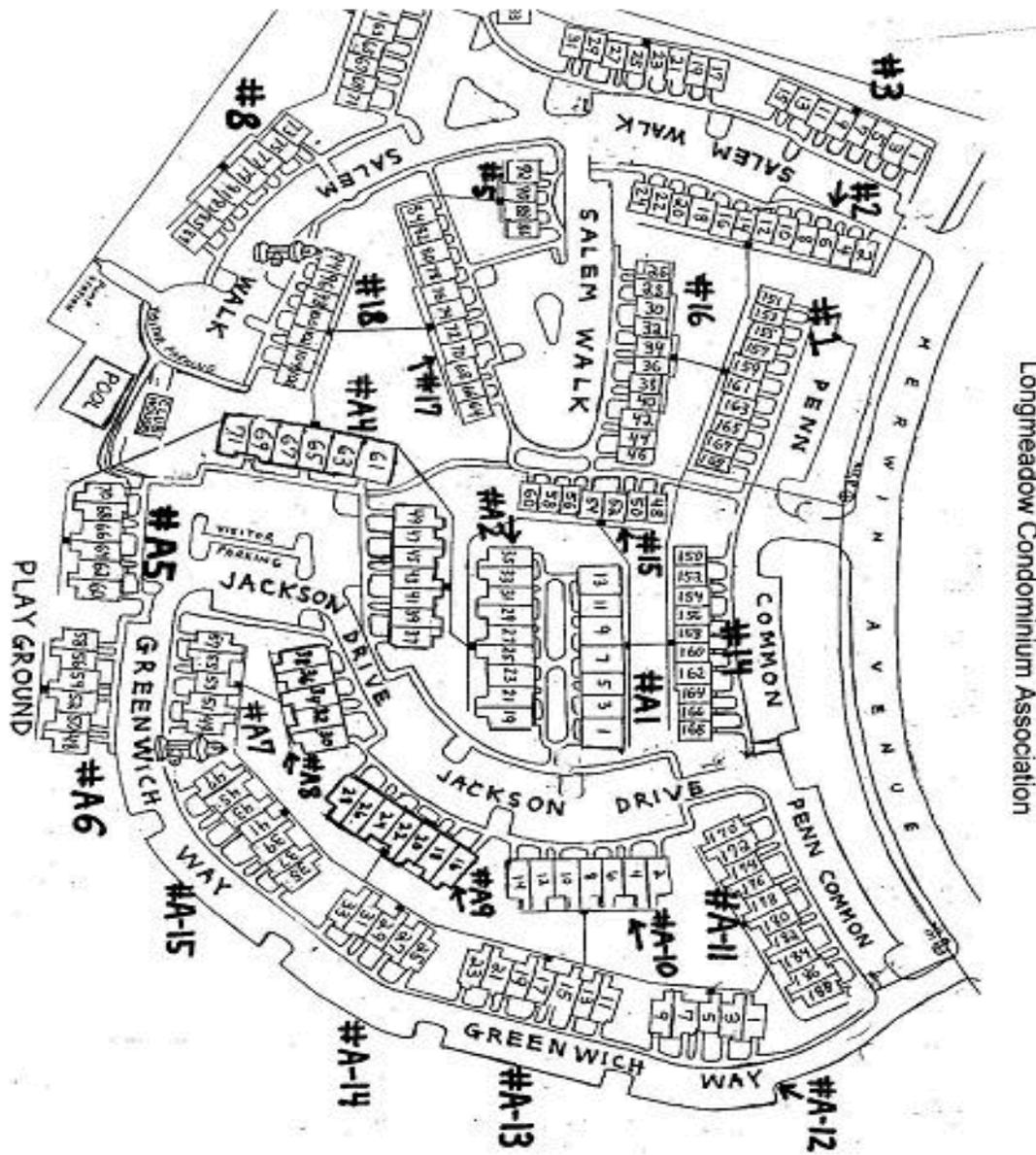


# ongmeadow Newsletter

Winter 2018-2019



Longmeadow Condominium Association

## ***Snow, Snow and more Snow***

After receiving numerous quotes for snow plowing for the season from different contractors, we are pleased to announce that the Board has chosen LGE as our snow contractor for the 2018-2019 year. LGE is also the contractor for the paving project on Jackson Drive/Penn Common.

As in the past, anything under 1" of snow will be treated with a salt/sand mixture only. Snow over 1" will be plowed. LGE will make pass throughs to assure that the roads are open. Behind cars and between cars are owner responsibility. Motorcycles should be removed from the property and stored off-site.

We ask you to be patient because it does take a new contractor a bit of time to become acquainted with our property and it is especially difficult during large snow events because there is very little area to place snow. When you hear the plows honk their horns in your area, please move your car out of the parking spot so that the area can be cleared. **Once cleared, please move your car back to your own spot!**

And remember, when plowing in big storms, the snow contractor pushes snow to a certain area and then moves it, so patience is important. Main walks and parking lots are first priority, then secondary walks, etc...

If you are planning to go on vacation this winter, please leave a car key with a neighbor you trust so that they can move your car while you are away. If you know of any elderly persons who should not be walking in the snow, please volunteer to take their car keys and move their car for them!

**Remember during snow, ice, and other slippery conditions, it is everyone's responsibility to be careful, wear the correct shoes and report areas that are an issue to the property manager.**

**Just A Reminder:** shut off and drain your outside faucet to avoid freezing during the winter months. You **MUST** disconnect your hose as well. If your hose is left on and the hose bib freezes, you will be charged for the repairs.

## Paving

Paving will continue in 2019 with the sidewalks that need repair/replacement. This work will be done on a priority basis. We will continue with paving the remaining parking areas in 2020 and 2021.

## Ratification of the 2019 Budget

The 2019 budget for Longmeadow was ratified at an open meeting held on November 20, 2018, in the clubhouse. The budget you received in the mail prior to this meeting is the budget that was ratified. There is no change to your common fees.

## Christmas Tree Recycling

After the festivities are over, if you have a live Christmas tree which will need to be recycled, please leave them next to your back porch. Trees will be collected during the month of January (depending on snow and

weather) and will be recycled. **Please do not leave your tree near or in the dumpsters.**

## **Work Requests, Maintenance and Emergencies**

Requests for maintenance should be addressed directly to Levey Miller Maretz by filling out a work request form. Work request forms can be found on the outside of the clubhouse in the black mailbox, on the property manager's website at [www.lmmremanagement.com](http://www.lmmremanagement.com) and on our website at [www.longmeadow06460.com](http://www.longmeadow06460.com). Please don't address maintenance items verbally with any of the workers you see around the complex. They can't handle the problem – and are not responsible for reporting it to the management company. Every work request is scheduled through Levey Miller Maretz. With cold weather already here, please be especially vigilant for sounds of running water. Emergencies only should be called in immediately to Levey Miller Maretz at 203-387-9700

## **When You Walk Outside Your Unit....**

It's bad enough that we have to deal with the geese, but do you want to see and smell pet waste on the lawn? Of course not!! So don't leave it for others. Please clean up after your dog out of consideration and for health reasons. For the same reasons, do not allow your dog to relieve itself on the areas right in front of doorways, patios, or on shrubs and gardens that our neighbors work to take care of.

Please keep your animal leashed and in the **larger** common areas. And clean up any mess they leave behind. We love responsible pet owners!

**Failure to clean up after your dog will result in graduating fines levied; chaining, leashing or tethering your dog will also result in graduating fines levied.**

# Board Member Needed

Once again, we are looking for a responsible owner to take part in the Board of Directors for the Association. You must be an owner of your unit (be listed on the tax records), be willing to attend 1 meeting a month (except in August and December) which occurs on the third Tuesday of the month at 7:00 p.m. Meeting can range for 1-2 hours, sometimes a bit longer. In addition to the monthly meeting, attendance at the Annual Meeting of the Association on the last Sunday in June and, on some occasions, additional meetings to discuss budgets, by-laws, etc.

The most important thing is that you must be open-minded and be willing to make decisions on items for the benefit of the **entire** Association and not just the isolated area in which you live.

If you think you can bring something to the table and are interested in becoming a member of the Board of Directors, please get in touch with any one of the members listed below. The Board will schedule interviews in a timely fashion.



## Contact Us

Please note the following e-mail addresses of your Board of Directors:  
**Maureen Pasko, President, 50 Greenwich Way** [maureenpasko@hotmail.com](mailto:maureenpasko@hotmail.com)  
**Ruth Nappe, Vice President, 57 Greenwich Way,**  
[ssshortstff1@aol.com](mailto:ssshortstff1@aol.com) or [rnappe@optonline.net](mailto:rnappe@optonline.net)  
**Mike Allen, 39 Salem Walk, Secretary,** [longmeadowboardbiz@gmail.com](mailto:longmeadowboardbiz@gmail.com)  
**Thomas Ciarleglio, Treasurer, 74 Salem Walk,** [thomasciarleglio@yahoo.com](mailto:thomasciarleglio@yahoo.com)

**Property Manager: Levy Miller Maretz**

203-387-9700

Arin Hayden, Property Manager, [arin@lmmre.com](mailto:arin@lmmre.com)

## Some things you should be checking.... Maintenance Standards

A list of Maintenance Standards that our insurance company suggested to the Board of Directors was attached to this newsletter. The Board has subsequently adopted these Standards with some changes. These Standards are specifically designed to cover Association losses of insurance deductible due to unforeseen circumstances and owner negligence. It is the unit owner's responsibility to be compliant with these standards; this is not something that the Association is responsible for. If you have any questions about these Standards or need a new copy, please feel free to contact the management company.



**See us on the web** at [www.longmeadow06460.com](http://www.longmeadow06460.com) for up-to-date news and pictures of your community!



Stop by our Facebook page and "like" it to get updates on events and happenings at Longmeadow. [www.facebook.com/LongmeadowCondominiumAssociation](https://www.facebook.com/LongmeadowCondominiumAssociation).

***In Case of: EMERGENCY***, fire or health ..... ***Call 911***

**Gas** Leaks..... ***Call 1-800-513-8898***

**Urgent** maintenance issues,

such as frozen pipes, no

water, running water,

serious water leaks.....***call Levey Miller***

***Maretz 203-387-9700***

Other **non-urgent** repairs...***Fill out work request***

**Landscaping** issues.....***Fill out work request***

**Plowing** issues.....***call Levey Miller Maretz***

***203-387-9700***

**General comments**.....***Write your Board***

Check our website at for a more in-depth list of phone numbers you may need:

[www.longmeadow06460.com](http://www.longmeadow06460.com)

### **MAINTENANCE STANDARDS**

As of July, 2010, the Common Interest Ownership Act (CIOA) clarifies that a unit owner can be held responsible if any common expense is caused by the willful misconduct, failure to comply with a written maintenance standard promulgated by the association or gross negligence of any unit owner or tenant or a guest or invitee of a unit owner or tenant, the association may, after notice and hearing, assess the portion of that common expense in excess of any insurance proceeds received by the association under its insurance policy, whether that portion results from the application of a deductible or otherwise, exclusively against that owner's unit.

A classic example of this is failing to turn on a unit's heating system during a winter vacation, which causes the pipes to freeze and burst. The Act will require all maintenance standards to be formally approved by the Board, made available to all unit owners upon request, and attached to resale certificates issued to unit purchasers. The new language also makes clear that any insurance deductible or shortfall can be among the charges which the Board considers imposing.

- **All washing machines must be equipped with flexible stainless steel, or high-quality nylon braided hoses.** Unit owners are responsible for the following maintenance standards in their unit(s).

Replacing any "regular" rubber fill hoses with flexible stainless steel braided or high-quality nylon braided hoses will prevent hose bursts and big water claims. It is highly recommend that shut-off valves be used and that they be turned off when the washing machine is not in use.

Steps you can take to prevent hose failures:

- 1. Regularly inspect your washing machine hoses;
  - 2. Make sure there are at least 4 inches of clearance between the water connection and the back of the washing machine. This space will help reduce the chances that the hose will kink.
  - 3. Make sure your connections are secure.
  - 4. Buy a high quality hose. There is one type of hose (Floodchek) that was originally designed for use in condominiums. It contains a non-corroding rounded brass insert and several other features which were specifically designed to address the shortcomings found in most washing machines.
  - 5. Shut off your hoses when not in use. You can either shut them off manually each time, or install an automatic washing machine shutoff valve, such as the Watts Intelliflow.
  - 6. Never leave your washer on when you are asleep or out of the house.
- **Dryer vents and vent hoses must be cleaned AT LEAST once every year (365 days). Plastic vent hoses must be replaced with UL approved metal hoses or ductwork.**

TIP:

- Make sure your dryer hose vents correctly. Clean the lint filter after every dryer load.
- Know the warning signs that dangerous lint build up is occurring in your dryer and venting system:
  - Clothes take longer and longer to dry or do not fully dry.  
Clothes are hotter than normal at the end of the drying cycle;
  - The outside of dryer gets very hot;
  - The outside exhaust vent flapper does not open very much indicating low exhaust velocity;

- Laundry area becomes more humid than it is usually;
  - Burnt smell is evident in the laundry room.
- **Water heaters must be replaced after they have been in service for ten (10) years (normal life expectancy of a water heater before probable leaking).**
- **Water heaters at time of installation must include a shut off activated by moisture.**
- **The thermostat heat setting should be set such that the ambient temperature within a unit should never fall below 55 degrees between the months of November 1 through April 1. (See water shut-off requirement for unoccupied units).**
- **When the unit will be unoccupied for 48 hours or more turn off the main water supply valve to your unit only.**
- **It is the responsibility of unit owners to notify the association immediately of a leak or other condition of escaping water within a unit.**
- **Furnaces must be inspected yearly by a licensed contractor.**
- **Unit owners must use insured contractors for all work. Evidence of Insurance from their contractor naming the Association as an additional insured must be submitted prior to the commencement of any work.**

**In the case of an emergency, unit owners must use one of the contractors recommended by the Association whose insurance certificate is on file.**

- **All unit owners must install a smoke alarm on every level of the unit, including all bedrooms.**
- **The water supply lines to each toilet, sink and dishwasher must be flexible stainless steel, or high-quality nylon braided hoses. They should be installed such that there are no kinks or any factor that would put unneeded stress on the hose. All of the above must have a working shut-off valve.**
- **The water lines to any refrigerator / freezer icemaker / water dispenser and or water filter must be of leak-proof design.**
  - Tip: Inspect frequently so any slow leak is detected early.
- **A Carbon Monoxide detector must be installed in all bedrooms and sleeping areas.**
- **Unit owners who rent their units must require their tenants have HO-4 Homeowners Insurance and provide the board with a Certificate of Insurance or a copy of the policy at the time of loss. Any rental unit must also submit a lease to the board to have on file with the property manager.**
- **Unit Occupant Responsibilities**

**Each unit owner shall be responsible for ensuring that any tenant, guest, invitee or other occupant of the unit complies with each of the maintenance, repair and replacement standards set forth above. This includes knowing the location and proper operation of shut-off valves in the unit. For the purpose of interpreting and applying these maintenance, repair and replacement standards, where the context requires, the term "Unit Owner" shall also include any tenant, guest, invitee or other occupant of the unit.**

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The unit owner and / or the licensed installer are ultimately responsible for determining the suitability if any installation and installation component. These maintenance requirements do not supersede any local, state or federal building codes, laws or regulations. These requirements do not supersede or replace any good judgment of an installer or manufacture's product recommendations. Please notify the Association board if any deviation needs to be made or if you or your installer feel that there is any error or omission in this document