



CEDAR HOLLOW CONDOS

Fall Newsletter/Important Information 2013

By now I hope you have received a letter from our new Management Company, Phoenix Property Management of East Hartford. Mike Montgomery is our new manager and we look forward to working with him. He comes with a maintenance background and that is certainly an expertise we can use at Cedar Hollow. If you have questions please refer to their procedures they outline in their letter or call them at the numbers below. We have also posted it on the website.

Speaking of the web, please let us know your email addresses by going to our website at www.cedarhollowcondos.com. While there are certain documents that we still must use the US postal service for, we would like to use electronic mail as much as possible and so would Elite.

Phoenix will be sending out the winter Snow Plowing directions. PLEASE make certain you read and follow these so we can avoid towing of vehicles and everyone's expense and slowing down this important activity.

We have had several questions about the raise in condo fees but very few attended the budget meeting. It appeared there were no concerns. The raise of \$45 per month will cover the raise in fixed costs as explained in the earlier notifications. Just remember these same costs are predicted to go up substantially every year now so please work with us on controlling all the costs that we can as we outlined in our previous mail. When time permits we will post those reminders on our website. Here are the items we need everyone to address to prepare for the winter months:

- ✓ Cover your AC units with the cover we provided to all owners last year unless you have one of your own. (NO tarps are to be used). New owners should have one as part of the unit. We saw several left out in the summer heat on decks and this only ages them sooner. Please fold and store inside during the warm months. This is an example of costs that you can control. Call Phoenix if you did not receive one last year and need one now.
- ✓ See that your deck is clear of storage and debris before the snow falls. If decks are kept clean and free of heavy snow, they will last longer and be easier to keep up.
- ✓ Make arrangements during winter to have your vehicles off the property during work hours and/or to have someone move your vehicle if you are away for any length of time during winter months. You are responsible to make your own arrangements for your vehicles. You may leave on a Friday and we can have a surprise snowstorm during that time. All cars are towed at the owner's expense. *To explain: when you do not move your car, the piles around it cause the person next to you to be boxed in and as it melts ice forms which causes the Association (all of us) a liability if there is a fall. Towing costs vendor time and money.*
- ✓ Please see that if you are away during winter months that you keep your heat at a minimum of 58 degrees so there is no freezing of pipes. Check your hot water heater for signs of age deterioration as well as washing machine hoses. Please refer to your maintenance standards. **Landlords**, please see that your occupants have this information. All claims whether the owner's or the Association's will only cause higher insurance rates for all. You might want to ask a neighbor to check on things if you are away. Please see that Phoenix Management has your emergency numbers.

Thank you, Your Board

INFO:

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