

Far View Commons Condominium Association, Inc.

740 Southford Road, Unit #84, Southbury, CT 06488
(203) 597-7030 www.farviewcommons.org

December 2016 Newsletter

2016 Update - Projects

Building Renovation & Maintenance: The Board continued with an aggressive renovation schedule in CY/2016. The primary effort was a roof replacement (building housing units 13 - 18), and needed siding and roof repairs. It included a number of siding modifications & roofing repairs along with a few interior repairs. Painting this year was limited to two (2) buildings, i.e., those housing units 19 - 24 and 42 - 47.

Administrative & Legal: The Association's attorney, FRANKLIN G. PILICY, P.C., completed the update of the Association's legal documents which were over thirty (30) years old. The Amended and Restated Declaration, Amended ByLaws and Maintenance Standards were reviewed and approved at the Annual Meeting in January. At a Special Meeting on June 6th an updated Standard Collection & Foreclosure Policy, and Amended & Restated Rules & Regulations were reviewed and approved. All these documents are posted on the Association's website.

In addition to the foregoing, the Association changed insurance agents. The Reardon Agency of Waterford, CT, which specializes in condo insurance, is our new agent. Property coverage is being provided by Providence Mutual Insurance on a Replacement Cost Basis with a \$5,000 per occurrence deductible.

Windows: The Association continued its window replacement incentive program. Unit owners continued to take advantage of the Association's reimbursement of one-third the cost of a new window.

Landscaping: This year's projects were limited to mulching of the planter beds, and tree trimming which included the necessary removal of overgrown and dead trees.

Paving: Repairs were limited to patching where needed.

Budget: Total expenditures for CY/2016 are projected to come in nominally on plan based on the active management of line item priorities

[Note: CY denotes calendar year]

2017 Budget

The Board has approved the operating budget for CY/2017 (see page 4). The common charges will remain the same as that for CY/2016. Self-management will continue to provide savings that would otherwise necessitate an increase in common charges of at least 20%.

2017 Projects & Plans, etc.

Building Renovation & Maintenance: The CY/2016 effort will continue be directed at needed roofing repairs & replacements, selective siding repairs and painting.

Paving: Selective repairs to parking areas and the roadway will be addressed as funds allow. Re-paving of the sidewalks will be given first priority and addressed as economically feasible. Major paving projects would likely require a mid-year special assessment.

Windows: The Association will continue its window replacement incentive program as budget allows. The details of the CY/2017 plan will be posted on the Association website.

Erosion & Drainage: Erosion and drainage issues will be addressed as they evolve and are identified.

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Landscaping: Plan is to plant Hemlock trees in the areas adjacent to the units 48 - 53 decks where the Pine trees were removed. Beyond needed tree trimming and maintenance, nothing else is planned.

Fire Safety Inspection: Plan will be decided on over the next few months.

Unit Owner Reminders

Septic System Warning & Responsibilities: *Do NOT flush female products or so-called flushable wipes into the septic system.* The resulting damage is extremely costly to repair and the offending unit owner will be held liable for the necessary repairs and claims by affected unit owners.

Plumbing Responsibilities: Plumbing *lines and connections need to be checked regularly* to avoid leaks and the resulting damage to your unit and that of your neighbors. *Particular attention should be paid to washer and toilet feed lines.* This can be a significant unit owner liability.

Winter Responsibilities: Unit owners need to *keep entry ways to their unit & garage clear of snow and keep them sanded* to avoid injury to residents and visitors. Our plowing contractor will be placing barrels of sand near each building to facilitate your sanding responsibilities. *To facilitate plowing, please assist plow operators by moving parked vehicles as necessary to allow snow clearance from parking areas, etc.*

Fire Safety Tips & Reminders

Heat in Units: Unit Owners are responsible to continuously *maintain heat at no less than 58 degrees Fahrenheit in all areas* contained within the boundaries in the Unit. In case of the Unit being unoccupied, the Unit Owner must provide Far View management with a local emergency contact. The emergency contact must inspect the vacant Unit at least once per week to check for proper functioning of the heating system, frozen pipes, water leaks, or any other issues that may arise in the resident's absence. *When winterizing of the Unit is necessary for extended vacancy, verification by the Association will be required.*

Smoke Detectors: Test once a month. Have one on each floor at a minimum.

Fire Extinguishers & Escape Plan: Keep a fire extinguisher in (or near) the kitchen and on each floor and have a fire escape plan in place and practice it.

Electrical: Discard or replace electrical cords with frays. Do not overload outlets.

Candles: Make sure all candles are on a stable base and not left unattended.

Outdoor Grills: When grilling outside, make sure that the grill is well away from the building and not under any eaves. Do not grill in the garage. *Do not store propane tanks in the garage or in your unit.*

Dryer Vents: Plugged vents present an extreme fire hazard. *Please be particularly attentive to the condition of your dryer vents; they need to be cleaned out regularly to avoid lint buildup and the nesting of birds.* Failure to meet your responsibility can have dire consequences to you and your neighbors, not to mention your personal liability.

Fireplaces: Proper use and maintenance is critically important. *Inspection, maintenance and repair is the responsibility of the unit owner. Failure to meet your responsibility can have dire consequences to you and your neighbors, not to mention your personal liability.*

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Rules Reminders As always, please be attentive to the Association's rules and regulations and take particular note of the following rules you and your guests or tenants should be aware of, since violations can result in the assessment of fines:

Occupancy: Units are limited to occupancy by single families, to two (2) bedrooms and to no more than two (2) persons per bedroom. Basement bedrooms and commercial use are not allowed.

Vehicles: Unit owners and tenants are *not allowed to park unregistered vehicles, disabled vehicles, commercial vehicles, trucks larger than 3/4 ton, vehicles with advertising on them, recreational vehicles, boats, trailers and campers on the property.* And remember, the speed limit in the complex is 15 miles per hour.

Parking: Parking is *not allowed in the lower circle of the complex.* This area is very narrow and needs to be kept clear for emergency vehicles. In an emergency, a few seconds can make all the difference in the case of a fire or medical emergency.

Pets: Your pet should not be allowed to roam the complex; they should be on a leash at all times; and *please, pick up after them. Do not walk them in the planter beds, and areas adjacent to the buildings and walkways* - your neighbors will really appreciate it.

Common Areas: Please be considerate and pick up after your children and yourselves; *all toys, bikes, sports equipment, garden equipment, etc., should be removed immediately after use.*

Trash Containers: All trash shall *only be stored in covered garbage cans* in the garage. Trash can be put out on the day of collection by 6 am. Containers are to be removed by 8:00 PM.

Bird Feeders: As a result of past rodent problems, *Bird Feeders are not allowed anywhere on Far View property nor should food be thrown outside to feed birds and other animals.*

CLOSING REMARKS - The CY/2017 coupon books are enclosed. Please note:

Payment of Common Fees: The Board encourages unit owners to pay their monthly common fees by the automatic withdrawal program offered through our bank. As an incentive, the Association will refund \$75 to all unit owners who sign up and pay all their 2017 payments via the automatic withdrawal program. For details and the enrollment paperwork, call Karen at (203)597-7030.

Reminder: *Common fees are due on the 1st of the month.* The Board gives a generous 15-day grace period, so you should expect a late fee charge if your payment isn't received by the 15th of the month. *If your account is given to an attorney, you will pay all the fees associated with collection. The Board's policy is very specific regarding collections and foreclosure action as per the Foreclosure Policy adopted June 6, 2016.*

Property Management: The Board plans to continue as a self-managed association in CY/2017. As in CY/2016, day-to-day operations will be handled by the Board members and our administrator, Karen Napolitano, who will provide telephone and mail contact as well as bookkeeping support.

Please fill out the enclosed Unit Owner & Resident Registration Form if there have been any changes since your last filing and return it to Karen Napolitano no later than December 31st.

Thank you for your support of our ongoing efforts to renovate the complex and better our community. As always, your comments and suggestions are welcome. We wish everyone a safe and healthy holiday season, and look forward to seeing you at the annual meeting in January.

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Board of Directors: President/Treasurer: Lou Montagnino (unit #37)
 Vice President: Arthur Walsh (unit #13)
 Secretary: Stacey Bernasconi (unit #45)
 Members: Larry Gannon (unit #76)
 Ginny Lewicki (unit #10)
 Jason Miller (unit #32)
 Penni Rosen (unit #74)
 Alternate: Nancy Haglund (unit #46)

| CY2017 Budget Proposal | | |
|--|---------------------------|--------------------|
| | Proposed Budget | |
| | (No Increase from CY2016) | |
| Income | | |
| Common Charges | 323,532.00 | |
| Special Assessment | 0.00 | |
| Total Income | \$323,532.00 | |
| Expenses | | % of Budget |
| Total Administrative | \$67,000.00 | 20.70% |
| Total Basic Services & Maintenance | \$86,300.00 | 26.70% |
| Total Building Renovation & Repairs | \$110,600.00 | 34.20% |
| Capital Projects (CY2017 Paving) | \$0.00 | |
| Total Landscaping | \$52,600.00 | 16.30% |
| Total Expenses per Plan | \$316,500.00 | 97.80% |
| Expense Reserve for CY2016 | \$6,330.00 | 1.96% |
| Net Operating Income | \$702.00 | |
| Total Other Income | \$1,950.00 | |
| Other Miscellaneous Expense | 1,500.00 | |
| Net Other Income | \$450.00 | |
| Net Income to or from Reserves | \$1,152.00 | |

- Note: (1) The insurance expense allocation is 57% of the Administrative Budget.
 (2) Painting of the building exteriors is anticipated to be about 30% of the Building Renovation & Repairs Budget.
 (3) The Snow Removal and Septic Cleaning expenses are anticipated to consume 55% of the Basic Services & Maintenance allocation.*

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UNIT OWNER & RESIDENT REGISTRATION FORM

UNIT #

DATE:

OWNER(S):

TEL. (HOME):

OWNER(S):

CELL:

CELL:

EMAIL:

OWNERS MAILING ADDRESS:

EMERGENCY CONTACT PERSON(S) & PHONE NUMBERS:

1)

2)

LIST ALL OCCUPANTS (Full Names):

1)

2)

3)

4)

TENANT(S) & PHONE NUMBERS:

1)

2)

TERM OF LEASE: FROM:

TO:

VEHICLES:

1) **MAKE:**

MODEL:

COLOR:

PLATE#:

2) **MAKE:**

MODEL:

COLOR:

PLATE#:

3) **MAKE:**

MODEL:

COLOR:

PLATE#:

PET:

DOG _____ **OR CAT** _____ **BREED** _____ **COLOR** _____ **NAME** _____

OWNER(S) SIGNATURE(S): _____

Please be advised that this information is for the sole use of the Association.

Please print or type all the applicable information requested.