



(Picture provided by SWII resident Anne Holland)

Sterling Woods II – Master Association

Monthly Newsletter

October 26, 2015

Dear Unit Owners:

I hope you are all enjoying the great weather we are experiencing this fall. Below are operational highlights at Sterling Woods for your review:

Assessment Reminder

I would like to remind all owners that the final 2015 assessment payment (or payment in full) is due by November 10th. If you have any questions, please contact Kim at the on-site office.

Proposed Changes to the Maintenance, Repair and Replacement Standards

The Master Board has reviewed the comments that were received as a result of the June 29, 2015 Notice and Comment that was sent out regarding proposed changes to the Maintenance Standards. After reviewing all comments, some changes were made to the proposed Maintenance Standard edits.

Enclosed you will find the revised, proposed Maintenance Standards for your second review. If you have any comments about the revised, proposed Maintenance Standards, please mail or e-mail them to REI. After the 30 day notice and comment requirement is met, and if the Master Board votes in the affirmative to adopt these new standards, final ratification occurs and we will send all residents updated rule pages which you can insert into your rule book. A full set of the rules can be e-mailed any time if you cannot locate your hard copy (or if you prefer electronic files).

2016 Budget

It is during this time of year that we begin planning for the next fiscal year. As a result, a draft budget for 2016 will be presented to the Master Board by the Treasurers Committee during the November Board Meeting. The formal presentation to owners will take place at the Annual Owners Meeting in December. A meeting notice, agenda and the proposed budget will be sent to you in advance for your review and consideration.

New Website Blog

We are experimenting with a new Website Blog at <http://sterlingwoods2.org/> to provide real time updates on things happening around SWII. Please see the attached document regarding this new Website Blog.

Dumpster Day & Flu Shot Clinic Feedback

We had another successful Dumpster Day and we thank those of you that took advantage of this offering and cooperated with the attendants.

On September 29, Bethel VNA administered thirty seven flu shots to residents at the Sterling Woods clubhouse.



Landscaping Committee Report (courtesy of Julia Brzezinska)

In November, lawn mowing will start on Bradford Drive. The shrubs were pruned the first week of October. No street sweeping will take place this fall and, as a result, we have a \$500 credit. Over-seeding and aeration of all lawns was completed in the second week of October as well as the replacement of 20 shrubs and requested re-seeding lawn work. Leaf blowing services have begun.

The final application of lawn fertilization and broad leaf weed control, as well as a lime application, was completed on October 6th.

During the first week of October, the second and final deer repellent spray of arborvitae (shrubs around the utility boxes) took place. On October 7th, one of the maple trees in the 80/20 zone was replaced.



Maintenance Update (courtesy of George Torro)

Concrete replacement work, mostly slabs in the fronts of units and a few patios, has been

completed. Caulking work, mostly to the front stairs of units, some patios and around the stonework in fronts of units, has also been completed.

Fitness Center: As you may have noticed, there is a new Stairmaster in the fitness center. The Master Board would like to thank Larry Ditkoff, a Unit Owner in Sterling Woods, for reaching out to us to let us know he knew someone that was willing to donate this piece of equipment. This offer couldn't have come at a better time as the Stairmaster that was in the fitness center just broke again. Thank you Larry!

Roads Committee (courtesy of Stan Kishner)

The paving work has been completed on Logging Trail Road. The paving work on Heartwood Lane is well underway. The contractor will be putting down the new asphalt on the road the week of October 26 and plans to finish all work by the beginning of November. The committee is awaiting the specifications from the engineer for repaving Revere Road and Bradford Drive and once they are received, the specifications will be sent to contractors for bid requests.

Roof Committee Update (courtesy of George Holland)

On October 6, Tim Wentzell (Engineer from Connecticut Property Engineering) inspected the roofs and inside the attics in three different model styles on Heartwood Lane and was provided a list all the different model style units in Sterling Woods. The committee is awaiting a report from Tim Wentzell with his findings. Tim will also be writing specifications for roof replacement. Once it is determined when the roof replacement project should begin, the specifications will be used to solicit bids.

Deck Committee Update (courtesy of Steve Griffing)

The Deck Committee continues to evaluate the condition of the different stains that were put on the test decks on Hancock Drive. Steve Griffing stated the Behr stain that the Association is currently using is holding up well.

Pool Committee (courtesy of Renee Strazza)

The Pool Committee is working on reviewing the current pool rules and sent out a pool survey to Unit Owners to get their feedback regarding the pool. The deadline to return the pool survey is November 1. If you need another copy of the pool survey, please contact Kim Murray.

Solar Panel Committee (courtesy of Jake McGuigan)

The Solar Panel Committee met last month and has been discussing the pros and cons of solar panels on units in the Birches (if a Birches Unit Owner requests permission to install solar panels at their expense) and at the clubhouse and how this would affect the Association. The committee

plans to meet with local solar panel companies in the near future to learn more about solar panels.



Please remember to fully stop at all stop signs in Sterling Woods.

Holiday decorations may be installed up to 30 days prior to holiday observance and must be removed within 10 days after the holiday. Holiday decorations shall be limited to the front door and porch area and may not be permanently affixed to the Unit. However, in the Birches, Village Unit Owners will be allowed holiday decoration up to six feet in front of their single-family homes.

Please remove any dead plants from your outdoor flower/plant pots - this includes plants that were planted around trees. If the pot is a large ornamental, you can clean it of dead plants and leave it where it is for the winter. Please properly store the smaller pots inside your Unit. In the past, it has been noted that some Unit Owners store empty pots on the sides of their Units or under trees – this is not allowed. Please note Unit Owners should not dump potted soil in the common areas. Shepherd hooks should not be left outside with nothing on them.

Please note there will be no delayed trash pickups for the remainder of the year.

See the association website for association meeting minutes and information about the various social clubs that are available to all residents here at Sterling Woods II – Bridge, Canasta, Computer, Knitting, Poker, Sterling Woods Lunch Bunch, Mah Jongg, Game Night and Sci-Fi Book Club (additional information below).

A new social club has been formed - Sci-Fi Book Club. If you are interested in joining this club or would like additional information, you can contact Georgeann Kishner at 203-748-5445 or via e-mail to gkishner@comcast.net. The Sci-Fi Book Club will meet the 4th Monday of the month at 10:00 a.m. at the Sterling Woods Platinum Club. This club will discuss Sci-Fi books, movies and TV shows.

The next Master Board Meeting will be held on Wednesday, November 18, 2015 at 7:30 PM. The Open Session will begin immediately following the Executive Session which begins at 7:00 PM and ends at 7:30 PM. Let us know, one week in advance, if you would like to be placed on the agenda and the subject matter that you would like to cover.

If Kim or I can assist you in any way, please let us know. Kim's hours are approximately 7:30 AM until 2:30 PM. Her email address is kmurray@rei-pm.net and the on-site phone number is (203) 748-0859.

Sincerely,

Art Stueck - President
REI Property and Asset Management - astueck@rei-pm.net

Attachments

**30 Day Notice and Comment
Proposed Change to Exhibit A
(Maintenance, Repair and Replacement Standards)
Of the Rules & Regulations
October 26, 2015**

The current rule reads as follows with suggested additions in bold:

EXHIBIT A

MAINTENANCE, REPAIR AND REPLACEMENT STANDARDS

1. Hot Water Heaters. All Unit Owners shall replace their gas or electric hot water heaters once they are more than 10 years past the installation date. However, the replacement standard for tankless heaters is 20 years past the installation date.
2. Washing Machine, Dishwasher, Sink and Toilet Hoses. All Unit Owners shall install steel braided, Flood-Chek, or equivalent hoses to serve the washing machines, dishwashers, sinks, toilets and refrigerator water feed line in their Unit.
3. Smoke Detectors. All Unit Owners shall have smoke detectors installed in their Units in accordance with the recommendations of the Danbury Fire Department. Unit Owners shall test their smoke detectors every six months, and replace the batteries in their smoke detectors at least once every calendar year. Unit Owners shall replace their smoke detectors every 10 years.
4. Dryer Vents. All Unit Owners shall have the vents and ducts serving their clothes dryers cleaned at least once every calendar year.
5. Minimum Temperatures. All thermostats in the Units must be set at 55 degrees Fahrenheit or higher from November 1 through March 31.
6. Auxiliary Fuel Based Heaters. Unit Owners shall not use any auxiliary portable or fixed fuel based heaters (i.e. kerosene, propane, LPG, wood, pellet etc.) inside their Units.
7. Use of Grills.
 - a. Unit Owners, tenants and occupants of Units located in the Birches may keep gas grills in their Units, but outside of their residences. Unit owners, tenants and occupants of all other Units may keep gas grills on decks or patios that are assigned to their units as limited common elements.
 - b. No Unit Owner, tenant or occupant of a Unit may place a gas grill so close to the siding of a building or to deck posts as to cause damage or create a fire hazard.
 - c. Unit Owners, tenants and occupants of Units shall not use charcoal grills or other devices such as chimneys which operate with an open flame, anywhere in Sterling Woods.

- d. Unit Owners, tenants and occupants of Units shall not use grills within garages serving their Units.
 - e. Units are limited to two (2) propane cylinders (20 lb. maximum per cylinder) per the recommendation of the Danbury Fire Department. Cylinders containing any quantity of propane must be used and stored outside (i.e. deck or rear patio), out of direct sunlight and not on any village common element. When disconnected, the plastic safety plug or cap must be in place.
8. Use of Electrical Appliances and Devices.
- a. Unit Owners, tenants and occupants of Units shall not leave electrical appliances with the potential to cause significant damage such as washing machines, dryers, and stoves, running while they are not in their Units.
 - b. No electrical device creating electrical overloading of standard circuits may be used in any Unit.
9. Hazardous Waste. Hazardous waste shall not be placed in any refuse container nor poured down any drain.
10. Trash. Trash shall not be stored in such manner as to facilitate the spread of fire or encouragement of vermin.
- 11. Unit Owners, tenants and occupants shall winterize all exterior hose bibs following procedures recommended by the hose bib manufacturer.**
- 12. Unit Owners, tenants and occupants shall ensure that that there are working weep holes on storm and/or screen doors.**
- 13. Unit Owners, tenants and occupants shall have the gas fireplace(s) in their unit cleaned and serviced every five (5) years.**

Note: Unit Owners, tenants and occupants shall make best effort to retain copies of any documentation related to compliance with the maintenance requirements set forth herein in order to assist the Association and appropriate investigating authorities in the event of an incident.

Sterling Woods II

Blog Posts

We are experimenting with a new Website Blog at <http://sterlingwoods2.org/> to provide real time updates on things happening around SWII. Please check the first page of our website, top right – Up to the Minute – Important information from REI and [Click here](#).

- This is not an interactive site where residents can respond or post anything.
- It is designed only for management or the board to post quick messages, updates, notices, snow plowing delays, road work, etc.
- It has an RSS feed button you can use to have automatic notifications to your computer or smart phone so that anytime Kim posts something you will automatically be notified.

What is a RSS feed? Really Simple Syndication (RSS) provides an easy way for you to read the latest postings to your favorite websites. Many websites offer RSS Feed subscriptions so that whenever new content is published, such as an updated news article, you receive a summary or the full article automatically.

To subscribe to our RSS feed, create an RSS reader on your smart phone or computer, open your RSS reader and add:

<https://apps.sterlingwoods2.org/Blog/Rss>.

If you have any questions or comments, please e-mail Kim Murray at kmurray@rei-pm.net.