



February 26, 2016

**Sterling Woods II – Master Association
Monthly Newsletter
Website: www.sterlingwoods2.org**

Dear Unit Owners:

Below you will find various updates, news and reminders. Your attention to these matters is appreciated.

Vehicle Registration Form – a cover letter with a Vehicle Information Form included was mailed to you on January 18. The form contained the information we currently have on file regarding the vehicles identified to your Unit. The letter requested that you update and return the Vehicle Information Form by February 22. As of February 26, we have received back 284 forms (74 forms were not returned to date). If you did not return your form, you will receive another letter requesting you return the form by **March 23**. **This form must be submitted even if the information remains the same from last year.**

Thanks in advance for your cooperation!

Increase in Late Fee - at the February Board meeting, the Board approved raising the late fee amount that is charged to delinquent accounts from \$25.00 to \$35.00. REI Property Management will be compensated \$10 for every \$35 in late fees collected and is going to waive the management fee increase in 2016. This will save the Association over \$2,000.00 this year. This gives the Association a cost break and shifts the cost to those that cause REI additional work (especially those that are chronically delinquent). The late fee increase will be effective beginning in March 2016.

Pool Attendant Position Available - if you are interested in the weekend pool attendant position, please contact Kim Murray at 203-748-0859 or via e-mail at kmurray@rei-pm.net.

Website Update – for those Unit Owners who do not attend Master Board meetings, which are held on the third Wednesday of each month at 7:30 PM in the Platinum Club, the minutes of the meetings are posted on the Sterling Woods II website (sterlingwoods2.org). Because we sometimes discuss upcoming procurements and contracts as well as vendor performance, the Master Board has decided to password protect these minutes to restrict them to Sterling Woods II residents only. The password is (see Kim for password!)

Website Blog Reminder - I wanted to remind you there is a Website Blog at <http://sterlingwoods2.org/> to provide real time updates on things happening around SWII. Please see the attached document regarding the Website Blog.

Spring Evaluations by the Maintenance Committee and Landscaping Committee

The Maintenance and Landscaping Committees will be performing spring evaluations of property conditions soon after winter conditions break. If you have any concerns about your unit or the surrounding grounds, let Kim know as soon as possible so she can pass your feedback along to the proper committee for review and consideration as they formulate plans for 2016.

Paving Committee Report – Stan Kishner

A bid request letter and specifications were sent to seventeen contractors to repave Bradford Drive and Revere Road. Bids are due back on March 4. Arthur Howland, the Association's engineer, is in the process of writing detailed specifications to repave Hancock Drive. These should be completed by February 29 and will be sent out to contractors to bid on this work once they are received and reviewed. Once all bids are received, the committee and the Master Board will work together to decide which roads to pave in 2016 and which roads can be deferred.

Roof Committee Report – George Holland

The Roofing Committee met with Lance Blackwood from DiGiorgo roofing and reviewed the specifications written by Tim Wentzell, Engineer. Lance Blackwood stated the specifications were comprehensive and complete. A few suggested changes will be made to the specifications. The Board stated they would like to review the specifications before they are sent out for bids to replace the roof on the 1500 Bradford Drive building this year.

Pool Committee – Renee Strazza

Renee Strazza provided the Board with a summary of the feedback the Pool Committee received from the surveys that were sent to Unit Owners. She also provided the Board with suggested changes to the pool rules. The Board stated they will review and discuss the suggested changes in the near future.

Solar Panel Committee – Jake McGuigan

The Solar Panel Committee met with Tim Stadler and Nick Nicolaides from Encon on January 25. The cost to install solar panels on the clubhouse would be approximately \$58K with a payback of approximately 16 years. Panels would need to be installed on the roof and possibly on porticos near pool for proper sizing. It was reported that non-profits cannot take advantage of tax credits. After further discussion, Encon did not recommend this for the clubhouse.

Regarding installing solar panels on individual houses (in the Birches), it was not recommended to install solar panels if the roofs are going to be changed in the near future. The idea of a solar farm for the 19 acres owned by the Association was discussed but Encon indicated that current legislation in CT is not favorable for this type of shared solar project and the cost would be approximately 4 million dollars. The Solar Panel Committee stated they would like to meet with another vendor to gather additional information.

Some routine reminders...

The next holiday that will impact trash pick-up will be Memorial Day. That week the pickup will be on Tuesday, May 31, 2016.

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 – Book, Bridge, Canasta, Computer, Knitting, Poker, Sterling Woods Lunch Bunch, Mah Jongg, Game Night and Sci-Fi Book Club.

The Sci-Fi book club will now be meeting on the last Friday of the month beginning in March from 10:00 – 11:30 a.m. at the clubhouse.

The March Master Board Meeting will be held on Wednesday, March 16, 2016 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

Attachment

Sterling Woods II

Blog Posts

I wanted to remind you about the Website Blog at <http://sterlingwoods2.org/> which is used 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.