



(Photo submitted by Anne Holland)

November 3, 2023
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.

[2024 Budget](#)

It is during this time of year that we plan for next fiscal year. As a result, a draft budget for 2024 will be presented to the Master Board by the Treasurers Committee during the November 15th Board Meeting. The formal presentation to owners will take place at the Annual Owners Meeting on December 6, 2023. A meeting notice, agenda and the proposed budget will be sent to you in advance for your review and consideration.

[Important Information Regarding Attendance at the November Board Meeting at 7:30 PM](#)

The Board tried to rent a larger space for the November Board meeting in case there were more than 49 unit owners who wanted to attend the November meeting in person because the draft of the budget will be presented at that meeting to the Board by the Treasurer's Committee but a larger space was not available. Per the Fire Marshall, there are only 49 people allowed in the clubhouse.

If you would like to attend the November Board meeting in person at the Platinum Club clubhouse, you will need to RSVP to Kim Murray from REI by either e-mailing her at kmurray@rei-pm.net or calling her at 203-748-0859. Once 49 unit owners have reserved a space at this meeting, you will be informed that you will have to call into the meeting (see information below on how to call into the meeting). Thank you for your understanding.

[Insurance Guidance for Homeowners](#)

A separate mailing will be sent to Unit Owners shortly regarding what we suggest homeowners evaluate and purchase regarding their personal insurance coverages.

[Gutter Cleaning](#)

Post leaf drop season, all gutters throughout the association will be cleaned. Although we do not have exact dates, this work will be done soon. Please do not be alarmed if you see workers on ladders once the leaves have fallen.

Fall & Winter Reminders

- All thermostats in the Units must be set at a minimum of 55 degrees Fahrenheit from November 1 through March 31 as required per the Association Rules/Maintenance Standards.

IMPORTANT: Should you know of any neighboring units that are vacant, please notify the property management office at kmurray@rei-pm.net. We will then make certain ownership is aware of the rules in this regard and that they are following them. Thank you for your cooperation.

- Please remove any dead plants from your outdoor flower/plant pots - this includes plants that were planted around trees. If you have a pot that is large and 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 remember to winterize all exterior hose bibs following procedures recommended by the hose bib manufacturer even if you have a frost-free valve.



The October Landscaping Report is attached.

November Board Meeting

The next board meeting is Wednesday, November 15th at 7:30 PM. It will be held in person at the clubhouse for the first 49 unit owners who RSVP that they would like to attend in person and once 49 owners have reserved a space to attend the meeting in person, all other others will have to attend the meeting via conference call. If you attend via conference call, call (203) 666-8107 and then enter the conference ID number which is 288 411 953#. When you call in, you will be put into a “lobby” and when the meeting is ready to begin you will be “brought” into the meeting.

Please note – if you join via conference call, you will be muted during the meeting. However, you can listen in. If you have any questions, you would like the board to answer, you should e-mail your questions to Kim Murray at kmurray@rei-pm.net a week prior to the meeting. Your questions will be addressed at the end of the open session. The board also gives those in attendance either in person or via conference call an opportunity to ask questions at the end of the meeting.

Some routine reminders...

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.

We would also like to remind Unit Owners that they should change the batteries in the smoke detectors and in all thermostats in their Units at least annually (or as recommended by the manufacturer for the installed unit).

The next holiday that will impact trash pickup is Christmas as it falls on a Monday this year. That week, the pickup will be on Tuesday, December 26, 2023.

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 or she can be reached at (203) 744-8400 ext. 153. If you have an emergency, you can call (203) 744-8400 and hit zero.

Sincerely,

A handwritten signature in black ink, appearing to read 'Art Stueck', with a stylized, cursive script.

Art Stueck
President
REI Property and Asset Management

Attachment

LANDSCAPE REPORT

October 2023

The “no pruning list” will be discontinued in spring 2024. That means, all shrubs in SWII will be pruned/trimmed in June and September with no exceptions. The reasons for this change are as follows: when pruning is done individuals who did their own pruning do not always do it in a timely fashion causing some areas to look messy and unkempt; individuals who can no longer do their own pruning do not notify us and those areas do not get pruned; individuals who are on the list and sell their units do not let the new owner know they were on the no prune list and the new owner contacts us asking why their shrubs were not pruned; and lastly the Association is responsible for providing landscaping services and maintaining lawns, trees and shrubs.

if you keep chairs, toys or any belongings on the lawns you should remove them when mowing is done. Keeping anything on the lawns impedes mowing. Our landscapers should not have to remove your personal items to properly mow the lawn.

According to our Landscape Rules and Regulations, only 6 pots of plants are allowed in front of your units or houses. If you have more than that you should put the additional potted plants in the back of your unit or on your decks. As we are approaching the end of the growing season, potted plants (annuals) that die should be emptied out and the pots removed from the front of the unit. If you have cement planters, you should remove the dead plants but are allowed to keep the empty cement containers in front of your unit.

The houses that have individual mailboxes on their lawns and do plantings around the mailboxes should maintain the plantings and clean up (remove) the dead plants. We want SWII to look neat and beautiful.

Gonzalez Landscaping. All of the following work has been completed: reseeding, aeration and over seeding of lawns and shrub replacements and mums were planted along the entranceway and the clubhouse area. Mowing, weeding and policing of trash continues on a weekly basis.

Bartlett Tree. Trees scheduled for removal and replacement (in front of units) are scheduled to take place before Halloween. Because of budgetary constraints we have had to cancel planting 3 new trees on an island in the cul de sac by 110-118 Logging Trail. We will still remove the 4 dead trees; however, we cannot replace the trees now. Bartlett completed some extra maple prunings on Revere Road and Silversmith Drive. Also root collar surgery was performed on two trees on Bradford Drive to bring these trees back to health and avoid replacing them.

We have been getting an increased number of requests for pruning maple trees in all the villages. This has been an extra expense and is not included in our contract with Bartlett. We are working with Bartlett and the Master Board to amend our current 2024-2025 contracts to include maple tree prunings in all villages, 3 villages to be done every other year. We will discontinue pruning of pines/spruces on the removal list and replace it with maple pruning. This will save us some money too.

Lawn Doctor. The fifth lawn application, the final application for the season, is winter fertilizer in a blanket application to all turf areas. The majority of the application is granular with liquid used on small areas and slopes. Also, this year we will be liming the entire property. Liming is done every other year. This application was done in October. Lawn Doctor's services have been completed for the 2023 season.