



(photo submitted by Anne Holland)

July 18, 2025
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.

Revised Rule - Article XV – Association Collection Policy #3 of the Rules & Regulations

At the July 16, 2025 board meeting, a proposed rule change was approved by the Master Board (Article XV – Association Collection Policy #3 of the Rules & Regulations). Notice of the proposed rule change was sent to all owners as required by state law and comments were solicited. The comment period has expired, and no comments were received. As a result, enclosed you will find the revised rule book page for insertion into your Association rule book. If you receive correspondence via e-mail, the entire set of the Rules & Regulations will be attached to the e-mail along with this newsletter. A full set of the rules can be e-mailed to you at any time – simply contact Kim at the on-site office.

This increase in the late fee will go into effect as of October 1, 2025.

Please also note that effective immediately, REI is instituting a \$250 “legal administrative fee” when we have to refer an owner to your association attorney to prepare the “30 day attorney” letter per your collection/foreclosure policy. This fee will be assessed to the respective owner’s ledger as are all other collection costs (legal fees, title search, etc.). This fee takes into account the time and effort spent by REI’s collection department to work with legal counsel on collecting all delinquent sums owed to the association – common charges, assessments, etc. from the owner.

Incident in Women’s Bathroom Downstairs in the Clubhouse on July 6th

On Monday, July 7th, in the morning, it was discovered that one of the showers in the women’s bathroom downstairs was running for at least twelve hours because the handle was broken in one of the showers. This was not reported to REI. The shower nozzle was not even positioned so the water would hit the wall and run down the drain. Instead, water was getting onto the floor in the bathroom. Thankfully, there was not a lot of water on the floor, it was cleaned up on Monday morning, and a plumber was called to repair the broken handle.

It is very important when something like this happens you should contact REI right away. You can reach REI 24/7 by calling 203-744-8400 and dial 0 and if it is after hours, you will reach our answering service operator.

This could have been a disaster resulting in the association having to submit an insurance claim.

Pool Area Reminders – please close the pool umbrellas in the pool area when you are done using them and all residents must sign-in when entering the pool area and must list names of all guests

Please remember to make sure you put down the pool umbrella in the pool area after you are done using it. Lately, the pool umbrellas have been left open, and they can break if there are high winds or if there is a storm. If you see that someone else has left an umbrella open, it would be appreciated if you take the time to close any umbrellas that are no longer in use. Thank you!

All residents must sign in when entering the pool area and must also list names of all guests.



Please mark your calendars.....

Vaccine Clinic - The Association will once again be holding a Vaccine Clinic sponsored by Stop & Shop Pharmacy on September 16, 2025 from 3 PM – 7 PM at the Sterling Woods Clubhouse.

Fall Dumpster Day - The association has arranged for the fall dumpster day program – it will be held on Saturday, October 18th. More details will be provided as we get closer to the date.



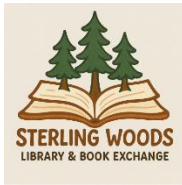
Maintenance Update

Please note that due to the rainy weather we have been experiencing, the power washing and deck staining work start date on Heartwood Lane was delayed three weeks. The work started the week of July 7th. You will receive a notice at your unit prior to the work being done on your building. This will also have an affect on the start date for this same work on Bradford Drive, but again notices will be left at each unit so you will be aware when to expect the work to be done on your building/your deck. At this time, the schedule to start this work on Bradford Drive will be on or around July 28th.

Roof replacement on Pinnacle Way continues.



The July Landscaping Report is attached.



Library & Book Exchange

Please see the attached flyer regarding the library and book exchange at the clubhouse.

August Board Meeting

The next Master board meeting will be held on Wednesday, August 20th at 7:30 PM. It will be held in person at the clubhouse, or you can attend electronically. If you choose to attend electronically, call (203) 666-8107 and then enter the conference ID number which is 284 038 200#. 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 would like to address the board and would like to be added to the agenda to speak at the beginning of the open session meeting, you should e-mail Kim Murray at kmurray@rei-pm.net a week prior to the meeting. There will also be a sign-up sheet at the meeting if you would like to add your name to the list to address the board at the beginning of the meeting. If you call into the meeting, you will be asked if you would like to be added to the list to speak at the beginning of the meeting. If you call into the meeting, you will be muted during the meeting. Questions will not be taken at the end of the meeting. The board meeting agenda will be posted to the website prior to the meeting.

Some routine reminders....

The next holiday that will impact trash pickup is Labor Day. That week the pickup will be delayed a day to Tuesday, September 2, 2025.

The Maintenance Standards state that Unit Owners shall have the gas fireplace in their unit cleaned and serviced every five years. If your fireplace is due to be cleaned and serviced, it is recommended to do so before the cold months arrive as it is much more difficult to get an appointment during the cold months.

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 Monday to Friday. Her email address is kmurray@rei-pm.net and she can be reached at 203-744-8400 ext. 153. If you have an emergency, you can call 203-744-8400 and dial zero.

Sincerely,

Alan V. Wunsch
Branch President
REI Property & Asset Management

Sincerely,

Kim Murray
Property Manager
REI Property & Asset Management

Attachments

Landscape Report July 2025

LANDSCAPE NOTE: When planting flowers around tree mounds, please do not add soil around the trunk of the tree. Tree mounds are mulched every year and adding soil around the tree trunk is unhealthy for the tree. We have had to do root invigoration treatments, which are expensive, on several trees because of too much soil and mulch placed around the tree trunks.

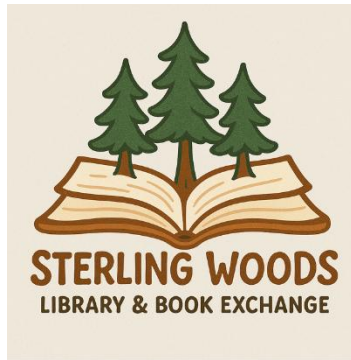
Also because of rainy weather conditions, the trimming of shrubs was delayed until the second week of July.

If you have a dead shrub, please let Kim Murray know. We would like to schedule a date to have the dead shrubs removed before the fall shrub replacements.

GONZALEZ LANDSCAPING: Weekly services are being performed such as mowing lawns, weeding areas, and policing of trash.

BARTLETT TREE SERVICE: Treatments to our shrubs and trees have been completed. These treatments were to treat cultural problems, where necessary. However, our arborist does periodic inspections of our development to check our trees and shrubs. He checks out and responds to any inquiries from unit owners concerning their trees and shrubs.

LAWN DOCTOR: Lawn Treatment #3 was done on July 1st. The application included a 90-day fertilizer and broadleaf weed control. It should be noted that when weed control is applied, it takes 7 to 10 days for it to become effective. In addition, a blanket preventative insect control targeting first generation chinch bugs and grub prevention was applied. The next lawn application is scheduled for August 4th, weather permitting. That application will be for weed control throughout the development. Also, if necessary, a second insect control for second generation of chinch bugs would be applied.



Now open on the top floor of the clubhouse!

Browse, borrow, and share! Stop by and take home anything that catches your eye. When you're finished, return it to the library or pass it along to a friend.

Help us stock the shelves!

We're welcoming donations of gently used, undamaged:

- Fiction and non-fiction books
- Children's and YA books
- Cookbooks
- Books about crafting, gardening, and other hobbies
- Magazines (published within the last 6 months)

Please note: Due to space limitations, we cannot accept:

- Damaged or outdated books
- Textbooks or encyclopedias
- Magazines older than 6 months
- Newspapers
- Religious or political materials
- CDs, DVDs, or other media

Thank you for helping build a shared space for all book lovers in our community!

