***Kingsberry Hill Condominiums***

***C/o Southeastern Property Management***

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November 4, 2019

To all homeowners/residents at Kingsberry Hill Condominiums

With the winter season upon us, we wanted to share some winter reminders with our residents. Attached please take a moment to read the reminders we have prepared for you. In addition, we have also attached the snow removal procedures so that everyone can re-familiarize themselves in preparation for the snow season.

We also wanted to share with the community that the website for Kingsberry is completed. The site is [www.kingsberryhillcondos.com](http://www.kingsberryhillcondos.com) and the homeowner password is Kingsberry. We will be uploading information such as minutes and notices to the site on a regular basis. Please feel free to periodically log in and review recent postings.

The CCLS septic product was delivered to all units last week, if you have not already done so please pour the product down one of your toilets or sinks a.s.a.p. Please take a moment to review the attached reminders regarding our septic systems.

The deck replacement project has been completed. This means that all rear decks have been replaced at Kingsberry Hill.

Unfortunately, we have been thwarted in our efforts to move forward with the sale of our land on the corner of Leonard Street. Our first step in the process was to get unanimous approval of the Conservation commission. At a recent meeting with them, it was clear that the Conservation agent had prejudiced the members of the commission against our proposal and we were not going to get unanimous approval. While our attorney believes we would be successful in taking our case to court we do not have the resources to pursue this step as it would take time and more legal fees. We will be working to share the outcome of this discussion with the Selectmen as we had followed their suggestions and could not succeed with the Conservation Commission.

Thank you for your time in reading this information and as always please do not hesitate to contact us should you have any questions or require further information.

Sincerely,

Kingsberry Hill Condo. Trust

**A VERY HAPPY AND SAFE HOLIDAY SEASON TO ALL RESIDENTS, FROM THE BOARD OF TRUSTEES AND SOUTHEASTERN PROPERTY MANAGEMENT**

KINGSBERRY HILL CONDOMINIUM TRUST

A FEW WINTER REMINDERS…

* **Water Faucets**: If you have not yet shut off the water running to your outside water faucet, please do so now.  The cold weather is here and you do not want to have any pipes freezing.  Shut the water off inside of your home, then open the outside faucet to drain it of any water in the pipes.
* **Parking:** Double parking is not allowed. Some visitors or residents continue to double park causing some close calls with vehicles.  There is no parking on any grassy areas of the property.  **Parking on roadways is never allowed.** Please avoid parking on roadways directly opposite driveways or cars parked on the other side of the road as this narrows the roadway  Owners are responsible for their guests’ activities while on the property, and this includes where they park.   **There are designated visitor parking spaces at the end of the roadway between buildings #3(Units 13-18) and building #4 (Units 19-24) and buildings #6 (Units # 31-36) During the winter storms, the space at the end of the roadway in front of building #5 (Units #25-30) is designated for snow storage/removal and is not available for parking. These regulations will be strictly enforced. Autos violating these rules will be tagged and owners fined for each incident.**
* **Holiday decorations:** Please remember that the guidelines for holiday decorations include only white candles in your windows and a wreath on your front door.  Please adhere to these guidelines to ensure uniformity within the community.
* **Snow remova**l: **See the attached Snow Removal procedure.** We expect that all homeowners will adhere to this procedure. Please insure that no autos are parked in the roadway and are only parked in the designated visitor or owner parking areas.
* **Christmas Tree Disposal:** When the time comes for the disposal of your Christmas tree, please DO NOT place it inside the dumpster, but please do neatly stack it behind the dumpster. After the holidays the association will make arrangements to have them removed from the property.
* The cleaning of the **gutters** on all buildings will start shortly.
* A reminder that the onsite dumpster is for **HOUSEHOLD TRASH ONLY**. Please always breakdown your cardboard boxes and always place your trash inside the dumpster. If the front of the dumpster appears to be full, please check the back. Often times the front is full and the back is empty.

Each time that there is trash left outside the dumpster or sprinkler head and lawn damaged from parking, the association incurs additional expenses above our budget and can result in assessments or increased condo fees, All of these rules are in place to insure the safety, aesthetics and maintenance of our community property. The community property is any area beyond the internal walls, windows and doors of you unit.

**Thank you for your ongoing cooperation.**

Kingsberry Hill Condominium Association

Snow Removal Procedures 2019-2020

* The snow removal vendor will be responsible for plowing and sanding the roadways as needed during a storm. Everyone’s safety is always the deciding factor on when to treat the property.
* For the end units owners who need to have their driveway~~s~~ plowed out early when the roadways are cleared, we ask that you leave your garage light on and insure that no cars are parked in your driveway. Driveways with parked vehicles will not be plowed .
* For the clean-up of the general parking areas, the vendor will honk to alert homeowners to move their autos, usually around 8:30 in the morning, but the timing will vary based on the timing of the storm. **We ask that homeowners not move their cars into the roadway until directed to do so by the plow drivers**. There will be a systematic clean up if all homeowners move their vehicles when asked to do so by the plow drivers. Before moving your vehicle to the street or to the spaces at the end of the buildings, please ascertain the vendor’s location on the property.  If the streets get congested with vehicles, the plows will not be able to maneuver within the property.  If you move your vehicle to someone’s parking space or driveway to allow the vendor to clean out your area, move it back to your own space immediately after the vendor has cleaned out your area. As a courtesy to owners in end units, please notify them before parking in their driveway and cutting off their path in or out.
* Do not block the snow storage area at the end of the street in front of building #5 (Units 25-30). No parking is allowed in this area during winter storm periods.
* If homeowners are going to be away please make arrangements for a neighbor to move your vehicle or park in one of the visitor areas.
* The vendor is responsible for sanding walkways, driveways and roadways dependent on predicted and actual weather conditions. This procedure is for safety and liability, so please do not direct the vendor to do anything differently.
* If you have any questions about the condition of the roadway, your driveway or the plowing in general, please contact the property management office and do not approach the plow drivers directly. The property management number is 508-286-0095. The outgoing voicemail at that number includes a number to be used in case of emergency.

**IMPORTANT NOTICE**

**Septic Care and Maintenance**

**At Kingsberry Hill Condominium Trust**

As previously reported our septic systems are aging and we must do the necessary to promote their life expectancy. We are all aware of the expense involved in repairing/replacing a septic system. An expense shared by all in the Association.

To this, we must remind each resident to please do their part in not abusing their septic system. This includes:

* Make sure there are no leaking faucets or running toilets in the unit. This contributes to the deterioration of the septic system as it adds unnecessary water to the system. Please make sure all faucets and toilets are in good condition.
* Garbage disposals are never allowed in any unit at Kingsberry. They are one of the leading contributing causes of a failure of a septic system.
* Do not flush anything other than toilet paper or if it was not humanly consumed. NEVER TO BE FLUSHED are sanitary pads, tampons, rectal wipes etc. Previously we have found these items in the tanks. These items are another major source for a failure of a septic system.
* Do not use water excessively. Conserve water whenever possible. Any water you use is water going into the septic system.

The Association will continue to provide the CCLS (tank cleaner) product that we have previously provided. Please continue to pour this entire bottle in one of your toilets. We will deliver the product quarterly to each unit. We have also upgraded the filters within the systems and we will continue with the appropriately scheduled pumping of the systems.

Everyone’s cooperation is required to make sure that our systems remain functioning to avoid very costly repairs and possible replacement of a system.

Please contact us if you have any questions.

508-286-0095