

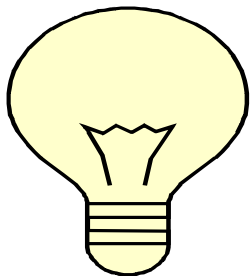
CRYSTAL SPRINGS CONDOMINIUM NEWSBRIEF

- OCTOBER 2004 -

MESSAGE FROM MANAGEMENT



LAND SALE – As of this month, the Land Sale with the Developer we have been working with has fallen through. However, we are now working with our Attorney and we have developed a Request for Proposal that has been distributed to 6 new interested Developers. While we start this process again, the Board is reviewing several options for raising monies to address several pressing maintenance issues within our community. As more information becomes available, we will pass it along to you.



Safety Note: – Now that Fall is upon us please remember:

- ? Shut off your outside water spigot in your basement to prevent the water pipe from freezing and please store any hoses away for the winter.
- ? Do not turn your thermostat setting below 50 degrees as your pipes could freeze, burst and cause severe water damage.

- ? You're A/C units must be removed for the season by October 31, 2004.

WINDOW REPLACEMENT

The Board has determined that, due to the cost of the window replacement project, the cost is prohibitive to complete all at one time. They have decided that Unit Owners need to take on the project themselves at their own expense. The Board has completed extensive research on replacement windows and has set the requirements that must be followed. Listed below are the guide lines:



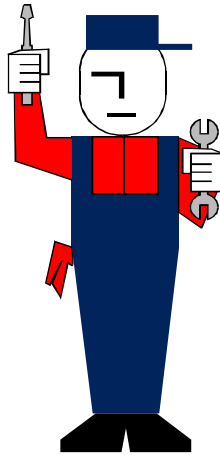
- ? Windows must be "Harvey Classic Vinyl Fully Welded"
- ? Windows must have "grates" built into the glass
- ? Even numbered Units are to use "Almond" as the window color
- ? Odd numbered Units must use the "White" colored vinyl

Although you may use any licensed contractor, Burnham's All-Phase Construction has provided us with the style and pricing information. Please feel free to give them a call to obtain that information at 508-473-8766. If you choose your own contractor, your proposal and vendor information must be submitted to the Board

for their review and written approval.

MAINTENANCE ISSUES:

- We are obtaining bids to have the decks replaced, new privacy fences installed, asphalt repairs to the road and roof replacement on the remaining four (4) buildings.



GENERAL INFO:

- Snow season will soon be upon us, please relocate your vehicle when you see the plowing begin in your area, Thank You!!!! Also, if you intend to be away from your unit, we request that you leave a set of car keys with your neighbor in the event your vehicle needs to be moved to accommodate snow removal.
- Pets – please keep your dog leashed at all times and remember to pick up after your pet. Not picking up after your pet will result in a written warning and fines applied to your unit.
- All guests must park in the “Visitor Parking” area located in the last parking lot on the left across from unit 51. No parking along curbs and islands per the Rules & Regulations. Also, please do not straddle parking lines.

IMPORTANT NOTES:

1. Window grates must be installed on all front and side windows. If you need to replace your missing/broken grates, they may be purchased at Medway Lumber.
2. Cleaning or replacing the filters in your heating or air conditioning unit will also increase the efficiency and lower the operating cost. Filters can be purchased at most local hardware stores.
3. Residents should check their dryer vents for lint. Lint will build up over a period of time inside the vent line. If the line is not cleaned periodically, it could cause a fire. Please have your unit cleaned/checked soon!!!!
4. Snow Removal – please remember that it is the unit owners’ responsibility to shovel the walk and stairs to their unit and to keep it free of ice.

Complaints

Any unit owner who observes residents or guests violating our Rules and Regulations is asked to please put their complaint in writing and forward it to the managing agent. Unit owners names will be kept confidential if at all possible. You may mail your complaint to ACMC directly or e-mail them at advanced@condomgt.com or you may e-mail the Trustees at trustees@cscondo.com.

Storage !!!!

Please do not store any combustibles near or around your furnace or hot water heater. i.e. paint cans, mattresses, and boxes. All combustibles should be at least 5 feet away from your furnace. Storing items too close could result in a fire. Please note that patio / deck area is not to be used as "storage" areas and must be kept neat and orderly with no items exceeding the end of your privacy fence.



If you smoke cigarettes please do not dispose of the cigarette butts on the property. Crystal Springs Condominium **is not an ashtray**. Again we all live here so please keep it clean.

A NOTE OF THANKS

It is unfortunate, but this past month, Marty Roche stepped down from the Board due to time commitments needed at his new job. We would like to thank Marty for his many years of service to the community and wish him and Dawn the very best in their future endeavors.

The Board has re-organized and appointed the following Trustees to new positions listed below:

- ? **Daphne Demakis – Acting President**
- ? **Carol Blaisdell – Treasurer**
- ? **Sheril Robinson – Clerk**
- ? **Carolyn Cialdea – Member at Large**

At the present time there is a vacancy on the Board. If you are interested in the opening, please contact the managing agent for further information.

STORM DOORS – The Board reviewed and approved 2 storm door replacements listed below:

1. Better Built, Model 5040, "Monroe", self-storing, white or bronze. Doors can be purchased at Lowe's Department Store.
2. Better Built, Model 1713, "Stratford", self-storing, white or bronze. Doors can be purchased at Lowe's Department Store.

White storm doors are to be installed on the odd numbered units and bronze colored storm doors installed on the even numbered units.

INSURANCE CLAIM PROCESS

Please report all insurance claims to ACMC as soon as they occur. ACMC will help coordinate the claim with both the Association's carrier and your Homeowners Policy.

If you have anything you would like to see in the newsletter, or if you would like to contribute any points of interest, please let us know.

Call Bob Linney at Advanced Condominium Management Corporation

(508) 543-2252

Happy Halloween !!!!!



We hope you have been able to enjoy the summer and are getting excited for the change of seasons!