

**LAURELWOOD @ MILFORD CONDOMINIUM TRUST ASSOCIATION**

**RULES & REGULATIONS  
RESOLUTIONS**

## RULES, REGULATIONS, AND RESOLUTIONS: INDEX

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# *Laurelwood at Milford Condominium*

*Post Office Box 650, Milford MA 01757*

**To: Ms. Jane Doe, 20 Dewey Circle**

**Unit Style: Harvard    Monthly Assessment: \$321.00. Percentage Interest: 1.432%**

## **Welcome to the Laurelwood @ Milford Planned Residential Community.**

We look forward to meeting you, and to assisting you with a comfortable transition. Please don't hesitate to contact the Manager with any questions you may have. The Manager's address and telephone number appear below. She is your neighbor, and is available to assist you both weekdays and weekends.

The best time to call her is during early morning or early evening hours (7:00 to 9:00 am or 6:00 to 8:00 pm), but any other time is perfectly acceptable as well.

The **Laurelwood Unit Information Form** was delivered on Feb. 17th. **Please complete and return this Form within the next several days.** The Manager needs this information in order to set up your individual homeowner's record file, and to be able to contact you whenever necessary.

Our **Governing Documents** are the **Master Deed\*, Declaration of Trust (as amended)\***, and the **Rules and Regulations, Resolutions and Advisories**.

These documents contain important information of interest to you as a unit owner. If you didn't receive the **Master Deed & Declaration of Trust**, contact the party that represented you at the closing. Those Documents are available at the Worcester Registry of Deeds: March 20, 1987, Bk. 10302, pg. 88, February 28, 2003, Instrument No. 54348, and June 30, 2004, Book 34006, pg. 282.

The **Rules & Regulations, Resolutions & Advisories** that govern the daily activities of our community are enclosed for your information and assistance. The **Insurance Advisory** is one of the most important documents in this packet. As a unit owner, you are personally responsible for the the following Master Policy deductibles:

**\$10,000 per occurrence for all covered causes of loss, except –**

**\$10,000 per unit for Ice Dam losses only.** Please take the time now to consult with your insurance agent, and arrange for adequate protection.

The Seller provides your **mailbox number & location, & two keys**. To protect your privacy, the Association does not hold a key to your mailbox, nor do we know your mailbox number. Please contact John Cicchessi at the local Post Office (508-473-1707) for assistance with lost keys or damaged mailboxes.

Trustees serve a three-year term. Any unit owner is eligible to serve as Trustee. Information regarding **Annual Elections** is distributed to owners in the September issue of our Newsletter.

You will receive **periodic information** via **Newsletters** (issued in April, September, and December), and **Notices** posted on the **Mail Hut Bulletin Boards**. The **Trustees' Monthly Meeting Schedules, Minutes and Agenda** are also posted there. Residents are welcome to attend these meetings. Copies of the **Minutes** are available via Email (at no charge) or hard copy (nominal charge).

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**RULES AND REGULATIONS**

**OF THE**

**LAURELWOOD @ MILFORD CONDOMINIUM TRUST**

As amended and approved by the Board of Trustees  
September 20, 2000, to take effect January 1, 2001  
Re-issued January, 2011

Post Office Box 650 – Milford MA 01757

*doc:RuleReg*

## INTRODUCTION

Contained within the following pages are *Rules and Regulations* of the Laurelwood @ Milford Condominium Trust Association, as amended and approved by vote of the Board of Trustees September 20, 2000.

These amendments take effect January 1, 2001, and supersede and replace the *Rules and Regulations* as amended February 19, 1991. Please discard the 1991 Document on January 1, 2001.

The *Rules and Regulations* are intended to describe the more commonly practiced rights and responsibilities of both the Association and its individual Unit owners and occupants. Unit owners and occupants are required to familiarize themselves with and abide by the requirements outlined in this Document.

Periodically, unit owners and occupants should also review the other governing Documents of the Association; namely, the *Master Deed* and the *Declaration of Trust*. These are legal, recorded Documents which contain all of the provisions which govern the policies and practices of the Laurelwood @ Milford Condominium Trust Association. Unit owners who plan to sell their Units are required to provide copies of all governing documents to the buyers.

Copies of the *Rules and Regulations* have been distributed to all Unit owners and tenants of record as of this date, and will be distributed to future Unit owners upon occupancy of their Units. Copies of any future Regulations adopted by the Trustees will be distributed from time to time. Each recipient is obligated to keep his/her copy up to date and in good order. Additional copies may be obtained from the Manager upon request and for a nominal fee.

The Trustees and Manager realize that condominium living places certain restrictions and inconveniences upon each Unit owner and occupant of the Association. Occasionally, for the common good, it may be necessary for you to sacrifice a certain amount of personal freedom. Please be assured that your Trustees, your Manager, and your neighbors recognize and appreciate your continued cooperation in this regard. Your commitment to the Rules and Regulations guarantees that the residents of Laurelwood will be able to enjoy a pleasant, comfortable and safe environment.

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# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE I: USE OF UNITS

### Section 1.1: Unit Occupancy

Occupancy of units is limited to no more than three (3) adult inhabitants or two (2) adults and two (2) children.

### Section 1.2: No Commercial Use

No industry, trade or commercial activities, other than home professional pursuits which have been approved and regulated by the Board of Trustees, shall be conducted, maintained or permitted on any part of the Condominium, nor shall any signs, window displays or advertising be maintained or permitted on any part of the Property or any Unit, except for a name plate or sign, not exceeding 24 square inches in area, affixed to the main door to each Unit.

Trustees' approval shall be granted to only those pursuits with minimal effect on vehicular and foot traffic, no adverse effect on the comfort, safety and quiet enjoyment of the Condominium residents, and which do not create any potential risk or liability to the Association. The Trustees reserve the right to rescind or amend such approval, if such action is in the best interests of the Condominium.

No use shall be permitted on any part of the Condominium unless said use is permitted thereon by the Zoning By Law of the Town of Milford.

No Unit shall be used or rented for transient, hotel or motel purposes.

### Section 1.3: Electrical Devices or Fixtures

No electrical device creating electrical overloading of standard circuits may be used without permission from the Trustees and adjustment of circuits. Misuse or abuse of appliances or fixtures within a Unit which affects other Units or the Common Areas is prohibited; any damage resulting from such misuse shall be the responsibility of the Unit Owner in whose Unit it shall have been caused.

### Section 1.4: Steel-Mesh Hoses Required

Unit owners shall install guaranteed, steel-mesh (anti-burst) hoses on Unit washing machines. Unit owners shall inspect hoses periodically and replace them as necessary. Compliance is mandatory; failure to do so is subject to fines as authorized by the Trustees.

### Section 1.5: Trash

The area outside of the buildings shall be kept free of trash, junk and unsightly material. No storage will be permitted in any Unit in such manner as to permit the spread or encouragement of fire or vermin.



# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE I: USE OF UNITS (continued)

### **Section 1.6: Displays Outside of Units**

Unit Owners shall not cause or permit anything to be hung or displayed on the outside of windows or placed on the outside walls or doors of a building, or on trees, other than holiday decorations limited to those previously approved and authorized by the Trust Association in writing, and no sign, awning or canopy, shutter or antenna shall be affixed to or placed upon the exterior walls or doors, roof, or any part thereof, or exposed on or at any window, without the prior consent of the Trustees or such committee established by the Trustees having jurisdiction over such matter, if any.

### **Section 1.7: Painting Exteriors**

Owners shall not paint, stain, or otherwise change the color of any exterior portion of any building.

### **Section 1.8: Cleanliness**

Each Unit Owner shall keep his/her Unit in a good state of preservation and cleanliness.

### **Section 1.9: Electrical Usage**

Total electrical usage in any Unit shall not exceed the capacity of the circuits as labeled on the circuit breaker boxes.

### **Section 1.10: Nuisance and Noise**

No Unit Owner shall make or permit any disturbing noises within or outside of the Unit, or do or permit anything to be done on the property of the Condominium which might interfere with the rights, comfort or convenience of the Unit owners. No Unit Owner shall play, or allow to be played, any musical instruction, phonograph, radio, television or other kinds of speaker or other such device at any time, if the same shall disturb or annoy other occupants of the Units. No Unit Owner shall give vocal or instrument instruction at any time.

### **Section 1.11: Exterior Treatments**

No exterior shades, awnings, window guards or ventilators shall be used in or about the Units, except such as have been approved by the Trust Association in writing, and nothing shall be hung from the exterior doors, windows or decks.

# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE I: USE OF UNITS (continued)

### Section 1.12: Signs

No sign, notice or advertisement, including, but not limited to "For Sale" or "For Rent" signs shall be inscribed or displayed by the Unit Owners or their agents, except such as have been approved by the Trust Association in writing.

### Section 1.13: Additions, Alterations or Improvements by Unit Owners

No Unit Owner shall make any structural addition, alteration or improvement in or to the Unit without the prior written consent of the Board of Trustees. Applications for permits from the Town of Milford or other governmental authority shall be executed by the Trustees only. However, the Trustees shall not be liable to any contractor, subcontractor, supplier or other firm or individual for personal injury, property damage or other liability arising from such addition, alteration or improvement.

## ARTICLE II: USE OF COMMON AREAS

### Section 2.1: Obstructions.

There shall be no obstruction of the Common Areas, nor shall anything be stored outside the Units, without prior consent of the Trustees, except as hereinafter expressly provided.

### Section 2.2: Trash

Except on designated pickup days, no garbage cans or trash barrels shall be placed outside the Units. No accumulation of rubbish, debris or unsightly materials will be permitted in the Common Areas.

### Section 2.3: Proper Use

No person shall commit waste on the Common Areas or interfere with their proper use by others, or commit any nuisances, vandalism, boisterous or improper behavior on the Common Areas which interferes with, or limits the enjoyment of, the Common Areas by all others.

### Section 2.4: Recreational Use

Baby carriages, playpens or strollers, or bicycles, wagons or toys, shall be removed from the Common Areas and stored inside Units when not in use. Recreational vehicles, or the erection and installation of swings, slides, sandboxes, or permanent benches or chairs, are not allowed without the express written consent of the Trust Association.

# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE II: USE OF COMMON AREAS (continued)

### Section 2.5: Commercial Vehicles

Commercial vehicles are prohibited in the parking areas and driveways, except for temporary loading and unloading, unmarked vans or pickups used exclusively for personal transportation by residents, or other vehicles expressly approved in writing by the Board of Trustees.

### Section 2.6: Plantings

Each Unit Owner may, with the prior written approval of the Trust Association, in areas designated by said Association, install plantings and maintain gardens, provided such areas are not enclosed and shall be subject at all times to any rights of the Association to maintain same.

### Section 2.7: Miscellaneous

Rugs or mops shall not be hung from or on any of the windows, doors or decks. No cloths, sheets, blankets, laundry or any other kind of articles shall be hung out of a building, or exposed.

## ARTICLE III: ACTIONS OF UNIT OWNERS AND OCCUPANTS

### Section 3.1: Annoyance or Nuisance

No noxious, offensive, dangerous or unsafe activity shall be carried on in any Unit, or the Common Areas, nor shall anything be done therein, either willfully or negligently, which may be or become an annoyance or nuisance to the other Unit Owners or occupants. No Unit Owner or occupant shall make or permit any disturbing noise by himself, his family, servants, employees, agents, visitors and licensees, nor do or permit anything to be done by such persons that will interfere with the rights, comforts or convenience of other Unit Owners or occupants.

### Section 3.2: Compliance with Law

No immoral, improper, offensive, or unlawful use may be made of the Condominium, and Unit Owners shall comply with and conform to all applicable laws and regulations of the United States and the Commonwealth of Massachusetts, and all ordinances, rules and regulations of the Town of Milford, and shall save the Trust or other Unit Owners harmless from all fines, penalties, costs and prosecutions for the violation thereof or non-compliance therewith.

# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE III: ACTIONS OF UNIT OWNERS AND OCCUPANTS (cont.)

### Section 3.3 Pets

No animals, birds or reptiles of any kind shall be raised, bred or kept in the Condominium, except for (a) pets belonging to Unit Owners, and (b) not more than one (1) dog of less than 20 inches in height at the shoulder at maturity and of gentle disposition, nor more than two (2) cats, but not other household pets, approved and licensed by the Trustees or the manager as to compatibility with the Community and suitably housed in Units, provided that they are not kept, bred or maintained for any commercial purpose. Any such pet causing or creating a nuisance or unreasonable disturbance or noise shall be permanently removed from the property upon seven (7) days' written Notice and Hearing from the Trustees. In no event shall any dog be permitted in any portion of the Common Areas unless carried or on a leash. All dogs shall be curbed, and all waste disposed of by owners. The owner shall compensate any person hurt or bitten by any dog, and shall hold the Trust harmless from any claim resulting from any action of his pet whatsoever. Seeing eye dogs will be permitted for those persons holding Certificates of blindness and necessity (20/200 in the better eye).

Unit Owners shall provide to the Manager evidence of current, adequate insurance coverage for any liability arising from the actions of their pets.

### Section 3.4 Indemnification for Actions of Others

Unit Owners shall hold the Trust and Occupants harmless from the actions of their children, tenants, guests, pets, servants, employees, agents, invitees or licensees.

### Section 3.5 Employees of Management

No Unit Owner shall send any employees of the Manager out of the Property on any private business of the Unit Owner, nor shall any employee be used for the individual benefit of the Unit Owner, unless in the pursuit of the mutual benefit of all Unit Owners.

# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE IV: INSURANCE

### Section 4.1: Increase in Rating

Nothing shall be done or kept which will increase the rate of insurance of any of the Buildings, or contents thereof, without the prior written consent of the Trustees. No Unit Owner shall permit anything to be done, or kept in the Condominium, which will result in the cancellation of insurance coverage on any of the Buildings, or contents thereof, or which would be in violation of any law.

### Section 4.2: Rules of Insurance

Unit Owners and occupants shall comply with the Rules and Regulations of the New England Fire Rating Trust, and with the rules and regulations contained in any fire liability insurance policy on the Property.

### Section 4.2 Reports of Damage

Damages by fire or accident affecting the Condominium, and persons injured by, or responsible for any damage, fire or accident, must be promptly reported to the Manager or a Trustee by any persons having knowledge thereof.

## ARTICLE V – RUBBISH REMOVAL

### Section 5.1: Solid Waste (Rubbish) & Recyclables) – as amended July 21, 2004

Collection of solid waste shall be once weekly, and collection of recyclables shall be once every other week, on a day designated by the Milford Board of Health. Rubbish shall be placed in covered containers of quality plastic bags, and recyclables shall be placed in official bins, all of which shall be placed at curbside no later than **7:00am**. Do not place rubbish or recyclables on the lawn. For limits on the number, size and weight of containers and information on disposal of large items such as sofas, refrigerators, etc., refer to the **Board of Health's Guide to Proper Disposal of Solid Waste and Recyclables**.

No rubbish shall be placed out overnight. Empty trash containers shall be removed from outside by the end of each collection day.

### Section 5.2: Long Term Storage in Units

Long term storage of rubbish in the Units is forbidden.

# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE VI – MOTOR VEHICLES

### **Section 6.1: Compliance with Law**

All persons will comply with Massachusetts Laws and Department of Motor Vehicle regulations on the roads and drives and properties.

### **Section 6.2: Limitations on Use**

Parking shall be limited to the number of vehicles that can be accommodated by the Unit's garage and driveway space.

### **Section 6.3: Speed Limits on Laurelwood Property**

The speed limit shall be twenty-five miles per hour (25mph). Speed limits will be enforced by the Milford Police Department under Chapter 60, Section 18 of the Massachusetts General Laws.

### **Section 6.4: Snowmobiles and Off Road Vehicles**

Snowmobiles, off-road vehicles, including trail bikes, jeeps and other four-wheel drive vehicles not used in maintenance, are prohibited, except where licensed and equipped and registered by the Registry of Motor Vehicles, and actually used by licensed drivers on the paved portions of the property.

### **Section 6.5: No Parking Areas**

Vehicles may not be parked in such manner as to block access to garages, fire hydrants, sidewalks running perpendicular to drives, pedestrian crossing areas, designated fire lanes, or clear two-lane passage by vehicles on roads and drives. Vehicles shall not be parked directly opposite driveways on the other side of the street. Violators will be towed, after reasonable efforts to contact the person or host to whom the vehicle is registered.

### **Section 6.6: Parking**

No vehicle may be parked on Godfrey Lane or Dewey Circle overnight between the hours of 1:00am and 6:00am, from December 1<sup>st</sup> to March 15<sup>th</sup>, in order to allow for plowing and sanding, and to protect the Association and Owners from liability claims.

### **Section 6.7: Unregistered Vehicles**

No unregistered vehicles may be stored outside on the Laurelwood property.

### **Section 6.8: Motor Vehicle Repair**

No repairs, other than minor emergency repairs (i.e. flat tire), shall be performed in an open garage, common area or unit driveway. Changing of vehicle fluids (oil, transmission, etc.) is not allowed.

# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE VII: GENERAL ADMINISTRATIVE RULES

### Section 7.1: Common Charges

Unit Owners shall be personally obligated to pay common charges assessed by the Board of Trustees, due and payable in monthly installments on the first day of the month.

A \$30 late fee, plus interest at the rate of one and one half percent (1.5%) per month, shall be charged on payments which are more than fifteen (15) days overdue.

The Trustees shall take prompt action to collect charges which remain unpaid for more than thirty (30) days from the due date, and shall take legal action to collect any unpaid charges equal to or greater than four hundred dollars (\$400).

### Section 7.2: Consent in Writing

Any Consent or approval required by these Rules and Regulations must be obtained in writing prior to undertaking the action to which it refers. Said Consent may be added to, amended, or revoked at any time by resolution of the Trustees, subject to Notice and Comment, or Notice and Hearing, at the option of the Trustees. Approval Forms may be obtained from the Manager.

### Section 7.3: Complaint

Any formal complaint regarding the management of the property, or regarding actions of other Unit Owners, shall be made in writing to the Trustees, to Post Office Box 650, Milford MA 01757.

### Section 7.4: Fines, Late Fees and Accrued Interest

Fines and/or Late Fees for violation of any Article or Section of the Master Deed, the Declaration of Trust, or the Rules and Regulations, shall be charged against a Unit Owner, as required. Interest at the rate of one and one half percent (1.5%) per month shall accrue on all outstanding fines or fees until payment in full is made. It is the policy of the Association to take legal action against any Unit Owner whose outstanding debt reaches the level of four hundred dollars (\$400).

## ARTICLE VIII: GENERAL AMENITY RULES

### Section 8.1: Limited to Occupants and Guests

The grounds are limited to the use of Unit Owners, their tenants, and invited guests.

### Section 8.2: Boisterous Behavior Prohibited

Boisterous, noisy, rough or dangerous activities or behavior, which reasonably interferes with the permitted use of facilities by others, is prohibited.

# LAURELWOOD CONDOMINIUM RULES AND REGULATIONS

## ARTICLE VIII: GENERAL AMENITY RULES (cont.)

### Section 8.3: Children

Parents will direct and control the activities of their children in order to require them to conform to the regulations. Parents will be responsible for violations, or damage caused by the children, whether the parents are present or not.

### Section 8.4: Obstruction of Ways

The walkways must not be obstructed or encumbered or used for any purpose other than ingress and egress to and from the premises.

### Section 8.5: Leasing Restrictions

Leasing of a Unit, or any part thereof, by the Unit Owner or occupant is prohibited, unless with the written consent of the association.

Such permission shall not be reasonably withheld.

A **Request to Lease** must be made in writing, to the Trustees, setting forth the name(s) of the lessee(s) and type of instrument to be used. The Unit Owner shall supply any other information as may be required by the Association.

Consent of the Association shall be required whenever there is a change in occupants, or any other change in the terms of the Lease.

No Unit shall be used or rented for transient, hotel or motel purposes.

**As Amended and Approved by the Board of Trustees this twentieth day of September, 2000, to take effect as of January 1, 2001.**

Lawrence Bonetti  
Deborah L. Colleary  
Linda A. Johnson

Frank E. Cardarelli  
Jay E. Gilchrist  
Beverly Reardon

Joan H. Saltzman



Laurelwood @ Milford Condominium Trust

**RESOLUTION #1: ADOPTED May 24, 2000**  
**SUBJECT: STEEL MESH WASHING MACHINE HOSES**

**AUTHORITY:** The Laurelwood@Milford Condominium Association Declaration of Trust, under Article III, Section 2, authorizes the Board of Trustees to govern Association affairs and to take whatever action it deems appropriate to protect the interests of its unit owners.

**PURPOSE:** Water damage caused by burst washing machine hoses is a continuing concern, leading to claims against the Association's Insurance Policy, as well as unit owners' individual policies. This Resolution has been adopted by the Trustees, in accordance with Section 4.1 of the Rules and Regulations, as amended February 19, 1991, in order to protect unit owners against increases to insurance rates and/or cancelation of insurance coverage.

**SCOPE AND INTENT:** All unit owner/occupants, and owners of investment units, are required to install guaranteed, steel mesh (anti-burst) hoses on washing machines located within their units, to inspect and replace said hoses when necessary, and to turn off the water whenever the washing machine is not in use. Compliance with this Resolution is Mandatory.

**SPECIFICATIONS AND REQUIREMENTS:**

- Unit owners shall install guaranteed, steel mesh hoses on their washing machines.
- If you prefer, you may hire a licensed plumber to install the hoses.
- Only guaranteed, steel mesh hoses are acceptable.
- You can purchase hoses locally at Frank's Appliance Service, 331 Main Street, at Home Depot in Bellingham, or other home supply stores. A licensed plumber can provide the hoses.
- Unit owners are responsible for all costs associated with this required installation.
- The Trustees will hire a licensed plumber to do the work, at the unit owner's expense, in any unit that has not complied with this mandate.

\* \* \*

**All Unit owners on record as of December 31, 2000, have complied with this Mandate.**

**The Trustees and Manager thank you for your cooperation.**

**Owners of Units purchased after December 31, 2000, should contact the Manager for additional information and assistance.**

\* \* \*

**Please insert this Resolution in your Rules and Regulations binder.**



## For Residential and Commercial Applications

Job Name \_\_\_\_\_

Contractor \_\_\_\_\_

Job Location \_\_\_\_\_

Approval \_\_\_\_\_

Engineer \_\_\_\_\_

Contractor's P.O. No. \_\_\_\_\_

Approval \_\_\_\_\_

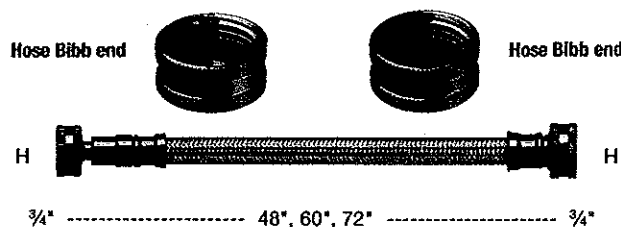
Representative \_\_\_\_\_

# Series FS-CWM-S FloodSafe® Braided Stainless Steel Washing Machine Connectors

Series FS-CWM-S FloodSafe® Braided Stainless Steel Washing Machine Connectors are designed for use in residential & commercial applications, specifically for hookups to the washing machine water supply. They include a patented FloodSafe® shutoff device on the inlet side to protect against catastrophic water damage. There are no mechanical moving parts during normal operation and no power source is required. FloodSafe® connectors consist of PVC tubing jacketed with braided stainless steel and require no tube cutting, bending, or soldering during installation. Various end connections are available.

### Features

- Available in 48", 60" and 72" (1219, 1524 and 1829mm) lengths
- IAPMO Listed
- Only economical and secure safeguard against catastrophic water damage available on the market
- U.S. Patent No. 7,111,638
- No mechanical moving parts during normal operation, ensuring years of maintenance free operation
- Does not require electricity, batteries or any other source of power
- Installs between the stop valve and the fixture/appliance with the FloodSafe™ device located at the stop valve
- FloodSafe™ connectors can be easily reset if water flow has been stopped



### Specifications

A braided stainless steel washing machine connector shall be installed as indicated on the plans. The connector shall have a patented FloodSafe® shutoff device on the inlet side. The connector shall be pressure rated to 125psi (8.75 bar) and be IAPMO listed. Connector shall be a Watts Regulator Company Series FS-CWM-S.

### Models

FS-CWM-S-HH – Supplied with standard brass female hose bibb fittings at each end of the flexible connector.

### Pressure – Temperature

Maximum Temperature: 180°F (82°C)

Maximum Pressure: 125psi (8.8 bar)

**Note:** A minimum flow rate of 2.5 gallons per minute at the supply connection is required for proper shut off operation. (Typically 30wpsi supply pressure meets this requirement.) Performance is accurate to the 80psi Maximum system pressure as required by national plumbing codes.

MODEL	SIZE (DN)		LENGTH		MATERIAL	WEIGHT	
	in.	mm	in.	mm		lbs	kgs
FS-CWM-S-HH	¾ x ¾	20 x 20	48	1219	Stainless Steel	0.76	0.34
FS-CWM-S-HH	¾ x ¾	20 x 20	60	1524	Stainless Steel	0.90	0.41
FS-CWM-S-HH	¾ x ¾	20 x 20	72	1829	Stainless Steel	1.04	0.47

Watts product specifications in U.S. customary units and metric are approximate and are provided for reference only. For precise measurements, please contact Watts Technical Service. Watts reserves the right to change or modify product design, construction, specifications, or materials without prior notice and without incurring any obligation to make such changes and modifications on Watts products previously or subsequently sold.

ISO 9001-2000  
CERTIFIED



USA: 815 Chestnut St., No. Andover, MA 01845-6098; www.watts.com

Canada: 5435 North Service Rd., Burlington, ONT. L7L 5H7; www.wattscanada.ca

# WATTS®

Water Safety & Flow Control Products

**RESOLUTION #3**  
**SUBJECT: METHOD OF ASSESSING COMMON CHARGES**

**AUTHORITY:** The Laurelwood @ Milford Condominium Association Declaration of Trust, Article III, Section 2, authorizes the Board of Trustees to govern Association affairs and to take whatever action it deems appropriate to protect the interests of unit owners and to discharge the obligations of the Association.

**PURPOSE:** The Massachusetts Condominium Law (*Mass. General Laws, Chapter 183A*), provides only one way in which to assess common expenses. The total budget is multiplied by the undivided percentage interest in the common charges appurtenant to each unit, and the result of this calculation is the unit's annual common charge. The annual charge is then divided by twelve, and the result is the monthly charge.

The Law further states that "*such percentage shall be in the approximate relation that the fair value of the unit on the date of the master deed bears to the then aggregate fair value of all the units*"

Article VII, Section 1 of the Laurelwood @ Milford Condominium Declaration of Trust further states that the Trustees shall prepare a budget for the Condominium, determine the amount of the common charges payable by the unit owners to meet the common expenses of the Condominium, and allocate and assess such common charges among the unit owners according to their respective common interests.

**SCOPE AND INTENT:** The Board of Trustees is obligated and mandated by law to assess common charges as indicated above, and will institute this method as of January 1, 2002, as applicable to the budget for calendar year 2002.

**SPECIFICATIONS AND REQUIREMENTS:**

- Beginning in January, 2002, unit owners shall be assessed for common expenses according to the undivided percentage interest of each unit.
- No later than December of each year, unit owners shall be notified of the coming year's assessments for each unit type.
- The four (4) unit types, the number of units of each type, and the undivided percentage interest (UPI) of each unit are described below:

UNIT TYPE	NUMBER OF UNITS	UPI
HARVARD	32	1.432%
WINDSOR	12	1.332%
AMHERST	24	1.273%
ESSEX	6	1.273%

*Please Insert This Resolution In Your Rules and Regulations Binder*

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**RESOLUTION #4**  
**INSPECTION AND CLEANING OF CHIMNEYS**

**AUTHORITY:** The Laurelwood @ Milford Condominium Association Declaration of Trust, Article III, Section 2, authorizes the Board of Trustees to govern Association affairs and to take whatever action it deems appropriate to protect the interests of unit owners and to discharge the obligations of the Association.

**PURPOSE:** As a safety precaution, the Trustees arrange for all chimneys to be inspected by a licensed and adequately insured chimney cleaning concern, at least once every three years. The last inspection was done in July of 2001 and paid for through the Association budget. All fifty-six (56) chimneys were inspected, and fifteen (15) were found to need cleaning. Fourteen (14) unit owners arranged for the cleaning, at a discounted rate offered by the same concern. The Trustees could not achieve unanimous cooperation from all unit owners; therefore, it becomes necessary to mandate full compliance in the future via this Resolution, which becomes effective January 1, 2003.

**SPECIFICATIONS AND REQUIREMENTS:**

- ❖ All Laurelwood unit chimneys will be inspected periodically, in accordance with an established maintenance schedule. Currently, inspections are done at least once every three years. This schedule is subject to change, to comply with changes in building/safety codes, or requirements of the Master Insurance Policy insurer.
- ❖ All unit owners whose chimneys are found to require cleaning shall arrange for the cleaning of said chimneys, at their own expense, within sixty (60) days of notification. The Manager will schedule appointments for unit owners who prefer to use the company hired to do the inspection. Usually, that company will offer a reduced rate. Unit owners who prefer to use another cleaning company must contact the Manager for assistance with insurance and other requirements.
- ❖ Chimney cleaning shall be done by a licensed professional concern, that shall provide the Manager with proof of adequate insurance, and verification that all work was done in accordance with the findings of the original inspection.
- ❖ Alternate methods for cleaning chimneys shall not be accepted as a substitute for the requirements of this Resolution.
- ❖ Most professional chimney cleaners recommend that chimneys should be cleaned after burning each half to full cord of wood, or once each year, whichever comes first. Consequently, for their own safety, unit owners who use their fireplaces frequently are encouraged to arrange for additional cleanings as needed.
- ❖ For your convenience, information regarding the safe use of your fireplace is published periodically in the Laurelwood newsletter, the *Condo Quarterly*.

*Adopted by the Board of Trustees on November 20, 2002. Effective as of January 1, 2003*

The Trustees appreciate your compliance with this Resolution, which is intended to protect your unit, and the other units in your building, from a potential fire hazard.

***Please insert this Resolution in your Rules and Regulations Binder.***

Laurelwood @ Milford Condominium Trust

**RESOLUTION #5: BY-LAW AMENDMENTS**

**AUTHORITY:** The Laurelwood @ Milford Condominium Association Declaration of Trust, Article III, Section 2, authorizes the Board of Trustees to govern Association affairs, and to take whatever action it deems appropriate to protect the interests of unit owners and to discharge the obligations of the Association.

**PURPOSE:** To insure that Laurelwood @ Milford is recognized and maintained as a community of homeowners, and to provide the Association with an additional option for funding capital projects, two Amendments to the Declaration of Trust (commonly referred to as the By-Laws) were approved by the required percentage interest of unit owners, and of institutions holding first mortgages where required. The full text of both Amendments was included in the 2002 Annual Unit Owner's Meeting Informational Packet mailed to each Unit Owner. Please retain that information for future reference. Additional copies are available upon request.

*For your convenience, the main points of each amendment are provided below:*

**AUTHORIZATION TO BORROW**

- 1: This Amendment adds to available options for funding major projects, as follows:
  - ❖ Special Assessments
  - ❖ Use of Reserve Funds
  - ❖ Budget Adjustments
  - ❖ Borrowing of Funds
  - ❖ Combinations of any or all of the above
- 2: An individual Unit can never be used as collateral.
- 3: Unit Owners' approval (51% interest) is required for each borrowing

**LEASE POLICY**

- 1: This Amendment codifies a previously existing Policy, eliminating the possibility of arbitrary application of said Policy.
- 2: Officially defines Laurelwood @ Milford as a community of homeowners.
- 3: Commercial Leases are prohibited.
- 4: After two years in residence, a Unit Owner may apply for authorization to lease his/her unit, for a period not to exceed two (2) years, if the following conditions exist:
  - ❖ Death or Divorce
  - ❖ Relocation for New Job at a Distance of Fifty (50) or More Miles
  - ❖ Long-Term Unemployment
  - ❖ Medical Hardship
  - ❖ Real Estate Market Conditions
  - ❖ The Trustees reserve the right to deny a request to lease if such lease would negatively affect the ability of other unit owners to mortgage or sell their units.

*Please insert this Resolution in your Rules and Regulations Binder.  
The detailed analysis of voting results appears on the reverse side.*



## BY-LAW AMENDMENTS: ANALYSIS OF VOTES CAST

### AUTHORIZATION TO BORROW

**Unit Owners: 51 Percent Interest required for adoption**

UNITS	HARVARD 1.432%	WINDSOR 1.332%	AMHERST/ESSEX 1.273%	TOTAL
<b>IN FAVOR</b>				
Number of Votes	21	4	18	43
Percent Interest	30.072	5.328	22.914	58.314
<b>OPPOSED</b>				
Number of Votes	9	8	11	28
Percent Interest	12.888	10.656	14.003	37.547
<b>BLANKS</b>				
Number of Votes	2	0	1	3
Percent Interest	2.864	0.000	1.273	4.137
<b>TOTAL UNITS</b>	<b>32</b>	<b>12</b>	<b>30</b>	<b>74 (100%)</b>

### LEASE POLICY

**Unit Owners: 67 Percent Interest required for adoption**

UNITS	HARVARD 1.432%	WINDSOR 1.332%	AMHERST/ESSEX 1.273%	TOTAL
<b>IN FAVOR</b>				
Number of Votes	26	7	20	53
Percent Interest	37.232	9.324	25.460	72.016
<b>OPPOSED</b>				
Number of Votes	5	4	9	18
Percent Interest	7.160	5.328	11.457	23.945
<b>BLANKS</b>				
Number of Votes	1	1	1	3
Percent Interest	1.432	1.332	1.273	4.039
<b>TOTAL UNITS</b>	<b>32</b>	<b>12</b>	<b>30</b>	<b>74 (100%)</b>

### LEASE POLICY

#### INSTITUTIONS HOLDING 1<sup>ST</sup> MORTGAGES

**51 Percent of mortgaged units required for adoption**

Institutions Holding 1 <sup>st</sup> Mortgages	# of Mortgaged Units Represented	Percent Interest: All Units	Percent Interest: Mortgaged Units Only
<b>IN FAVOR</b>	24	32.478	63.887
<b>OPPOSED</b>	0	00.000	00.000
<b>NOT RESPONDING</b>	14	18.358	36.113
<b>MORTGAGED UNITS:</b>	<b>38</b>	<b>50.836</b>	<b>100.00</b>
<b>UNMORTGAGED UNITS:</b>	<b>36</b>	<b>49.164</b>	<b>n/a</b>
<b>TOTAL UNITS:</b>	<b>74</b>	<b>100.00</b>	

**Laurelwood at Milford Condominium Trust**

**RESOLUTION #6: UNIT BASEMENTS**

**AUTHORITY:** The Laurelwood @ Milford Condominium Assn. Declaration of Trust, Article III, Section 2, authorizes the Board of Trustees to govern Association affairs, and to take whatever action it deems appropriate to protect the interests of unit owners and to discharge the obligations of the Association.

**PURPOSE:** Unit basement and bulkhead repair and maintenance problems, including but not limited to fissures, cracks and water intrusion, have plagued our community since its inception, due to a combination of faulty design and grading and environmental conditions. It has become increasingly difficult to resolve these problems within the limitations of the Association budget.

Consequently, if problems continue to exist after previous reasonable repair work has been done, it will become necessary for the owners of the affected units to personally fund more extensive (and costly) repairs.

After considerable deliberation, the Trustees have established the following conditions for reporting and resolving (to the extent possible) unit basement and bulkhead repair and maintenance problems.

**CONDITIONS AND REQUIREMENTS:**

- Snow and ice melt from decks and bulkheads is a potential source of water intrusion, and should be cleared when necessary.
- Laurelwood unit owners are required to report basement and/or bulkhead problems to the Manager immediately upon observation of the problem for which a solution is sought.
- The Manager, along with one or more Trustees, will inspect the premises, evaluate the severity of the problem, and determine the appropriate action to be taken.
- Up to three (3) separate attempts will be made to correct the problem; said attempts shall be within established budgetary parameters.
- If the problem still remains unresolved, the Association shall take no further action.
- The unit owner may then elect to personally contract for and pay for additional, more extensive repair work.
- This work will be subject to the approval of the Board of Trustees with respect to issues such as scope of work, contractor qualifications, required permits, and appropriate insurance coverage.

**Unanimously Adopted by the Board of Trustees and Unit Owners  
at the Annual Meeting held October 12, 2004,  
to take effect as of January 1, 2005.**

**Please insert this Resolution in your Rules & Regulations Binder.**

*LAURELWOOD AT MILFORD CONDOMINIUM*

**RESOLUTION 7: BY-LAW AMENDMENT**

The purpose of this Resolution is to summarize, for your convenience, the By-Law Amendment recently approved by vote of the Laurelwood Unit Owners on June 15, 2004. The complete text of the amendment was mailed to every unit owner when the vote was taken. Owners purchasing units after the above date may obtain copies of the text, at no charge, from the Manager.

This By-Law amendment was recorded in the Worcester County Registry of Deeds on June 30, 2004, in Book 34006 at Page 282.

**SECTION 1: UNIT OWNERS' ANNUAL MEETING: CHANGE OF DATE**

It had become increasingly difficult to obtain a quorum at the meetings, which had been held in December. Owners cited "cold weather", "conflict with the holidays", and "lack of parking" as the main reasons for not attending.

The 2004 (and future) Annual Meetings will now be held in October. This should resolve the cold weather and holiday conflict issues. Changing the meeting location to the Milford Senior Center will resolve the parking issue. Use of the Center will be at no charge, as long as 51% of the attendees are age 60 or over. (Use of the high school involved both room and service charges).

**SECTION 2: ELECTION OF TRUSTEES**

In the past, Trustees were elected at the Annual Meeting. As a result, candidates receiving "proxy votes" could be elected over candidates receiving "popular votes" (of owners in attendance at the Annual Meeting). An ad hoc Committee on Election Reform, created by the Trustees, developed the following electoral process, which was implemented this year:

**MISSION STATEMENT**

To establish an open, fair and well-publicized election that will

- *Attract interested candidates with a vision for Laurelwood's future.*
- *Maximize participation by Laurelwood unit owners.*
- *Insure that election results reflect the will of individual unit owners*

**CONTINUED** →



**LAURELWOOD @ MILFORD CONDOMINIUM TRUST**  
**RESOLUTION #8: MAINTENANCE OF UNIT SYSTEMS**

**AUTHORITY:** The Laurelwood @ Milford Condominium Assn. Declaration of Trust, Article III, Section 2, authorizes the Trustees to govern Association affairs, and to take whatever action it deems appropriate to protect the interests of unit owners and to discharge the obligations of the Association.

**PURPOSE:** This Resolution is intended to safeguard our units from preventable damages, and to eliminate unnecessary expenses to the Association. Routine maintenance of unit heating and air-conditioning (HVAC) systems, and preventive action during adverse weather conditions, are some unit owner responsibilities that are necessary in order to avoid the expense of correcting damage to common areas caused by malfunctions within individual units. All unit owners will be required to exercise due diligence in maintaining their units in proper order. Henceforth, any damage to common areas attributable to inattention and/or neglect by an individual unit owner shall be charged directly to the unit owner responsible for the damage, and not to the Association.

**SPECIFICATIONS AND REQUIREMENTS:** *Unit owners are expected to demonstrate due diligence through the following preventive measures, and may be required to provide proof of same upon request. In the interest of the entire community, owners who create any hazardous conditions due to failure to adhere to these requirements shall be held liable for any resulting expenses.*

- Contracting for preventive maintenance of all unit HVAC Systems.
- Monitoring of HVAC systems on a regular basis.
- Cleaning of chimneys and fireplaces after burning each cord of wood (or) as required by the Association (whichever occurs more frequently).
- Preventive measures during adverse weather conditions, including the turning off of outside faucets and the protection of pipes from freezing in winter.
- Regular inspections by unit owners of their unit's section of the building exterior *(to prevent damage from faulty or malfunctioning systems.)*
- Removal of firewood from garages, basements or decks *(to prevent termite/pest infestation)*. Firewood shall be stored outdoors, and away from the buildings.
- Storage, and/or disposal of all allowable hazardous and flammable materials, in strict accordance with manufacturers' instructions.
- Regular testing (and replacement) of anti-burst hoses and unit fire alarms.
- Removal of snow and ice from unit walkways, porches, the 3' apron in front of garages *(to prevent slips and falls)*, and from bulkheads, heat pumps and rear decks *(to protect against basement water leaks)*.
- Relocation of plantings, gardens or decorations away from heat pumps, decks or bulkheads *(if these items interfere with repair work around these structures, unit owners will be responsible for removal costs)*.
- Reading *(and adhering to)* all Association advisories circulated via News letters, mail hut bulletin boards, or direct mailings to all unit owners.
- Any other measures that may be required within your individual units.

*Compliance with this Resolution is mandatory. Please insert this Resolution in your Rules and Regulations binder for future reference.*

*Adopted by the Board of Trustees February 7, 2005.*

*Effective April 15, 2005.*

**LAURELWOOD @ MILFORD CONDOMINIUM TRUST**

**RESOLUTION #9:  
PROCESS FOR ADDRESSING CONCERNS,  
COMPLAINTS, AND/OR GRIEVANCES**

**AUTHORITY:** The Laurelwood @ Milford Condominium Association Declaration of Trust, Article III, Section 2, authorizes the Trustees to govern Association affairs, and to take whatever action it deems appropriate to protect the interests of homeowners, and to discharge the obligations of the Association.

**PURPOSE:** This Resolution is intended to provide homeowners with a method of bringing concerns, complaints and/or grievances to the attention of the Board of Trustees in an orderly and informed manner, to protect homeowners from unsubstantiated or frivolous charges or harassment, and to protect the Board of Trustees and the Manager from liability or the presumption that they have exceeded their authority while investigating said concerns, complaints and/or grievances.

**SPECIFICATIONS AND REQUIREMENTS:**

1. Concerns, complaints and/or grievances submitted by homeowners that involve possible infractions or violations of the Condominium Governing Documents (Rules, Regulations, Resolutions, By-Laws, etc.) shall be submitted to the Manager, signed and in writing, and in sufficient time for the Manager to discuss the complaint with the other party or parties involved.

The Manager shall then submit the results of said investigation to the Board, at its next meeting, for whatever action is deemed to be appropriate.

Confidentiality shall be observed to the greatest possible degree.

2. Any homeowner who desires to discuss any other matter with the Board of Trustees at a regular meeting shall be required to contact the Manager for an appointment, and to provide the Manager with whatever information may be necessary for the Board to address the issue at that time in an orderly and informed manner.

3. Issues brought before the Board at a regular meeting that do not conform to the conditions set forth above shall be ruled out of order.

Anonymous complaints shall not be addressed.

Homeowners who are authorized to lease their units shall serve as spokespersons for those tenants in residence therein.

*Compliance with this Resolution is mandatory. Please insert this Resolution in your Rules and Regulations binder for future reference.*

*Adopted by the Board of Trustees on February 20, 2008  
Effective April 1, 2008*

**LAURELWOOD @ MILFORD CONDOMINIUM TRUST**  
**RESOLUTION #10: MANDATED LOSS CONTROLS**

**AUTHORITY:** The Laurelwood @ Milford Condominium Assn. Declaration of Trust, Article III, Section 2, authorizes the Trustees to govern Association affairs, and to take whatever action it deems appropriate to protect the interests of unit owners and to discharge the obligations of the Association.

**PURPOSE:** The recommendations listed below are either (1) mandated by our insurance provider as a condition for binding Master Policy coverage for the Laurelwood @ Milford Condominium, (2) for compliance with Federal, State, or local safety regulations, or (3) as otherwise recommended by the Trustees. This Resolution, in conjunction with **Resolution #8**, is intended to safeguard units from preventable losses due to inattention, neglect, or failure to comply with the mandates of this Resolution.

Unit owners are expected to exercise due diligence in maintaining their units in proper condition. If damage, loss or destruction to individual units and/or common areas is proven to be caused by lack of attention, neglect, or failure to comply with the following recommendations by any individual unit owner, that owner may be required to bear the cost of any and all remedies.

**SPECIFICATIONS AND RECOMMENDATIONS: *UNIT OWNERS ARE EXPECTED TO DEMONSTRATE DUE DILIGENCE THROUGH COMPLIANCE WITH THE FOLLOWING RECOMMENDATIONS, AND MAY BE REQUIRED TO PROVIDE PROOF OF COMPLIANCE UPON REQUEST. IN THE INTEREST OF THE ENTIRE COMMUNITY, OWNERS WHO FAIL TO FOLLOW THESE RECOMMENDATIONS MAY BE HELD LIABLE FOR RESULTING EXPENSES:***

- ***UNIT SMOKE DETECTORS SHOULD BE TESTED MONTHLY, AND REPLACED AS REQUIRED.***
- ***FOR OPTIMAL AIR QUALITY AND CLEANLINESS, ALL INTERIOR DUCTWORK SHOULD BE CLEANED EVERY SEVEN TO TEN YEARS.***
- ***TO AVOID RISK OF FIRE, CLOTHES DRYER FILTER SCREENS SHOULD BE CLEANED AFTER EACH LOAD, AND THE CLOTHES DRYER VENT PIPE SHOULD BE CLEANED WITHIN THREE (3) MONTHS OF THE EFFECTIVE DATE OF THIS RESOLUTION, AND THEREAFTER, ON EACH YEAR THE OWNERS' BUILDING EXTERIOR IS PAINTED, OR SOONER IF NEEDED.***
- ***A FIRE EXTINGUISHER SHOULD BE PLACED IN THE KITCHEN OF EACH UNIT.***
- ***CARBON MONOXIDE DETECTORS SHALL BE INSTALLED IN EACH UNIT, AS REQUIRED BY LAW.***

***Compliance with this Resolution is highly recommended.  
Please insert this Resolution in your Rules and Regulations binder  
for future reference.***

***Adopted by the Board of Trustees on November 19, 2008.  
Effective January 1, 2009***

## LAURELWOOD @ MILFORD CONDOMINIUM TRUST

### RESOLUTION #11

#### CLEARING OF SNOW AND ICE FROM INDIVIDUAL UNIT FRONT DECKS AND STEPS

**AUTHORITY:** The Laurelwood @ Milford Condominium Assn. Declaration of Trust, Article III, Section 2, authorizes the Trustees to govern Association affairs, and to take whatever action it deems appropriate to protect the interests of unit owners and to discharge the obligations of the Association.

**GENERAL:** Winter weather-related conditions create potential hazards that expose the Association and individual homeowners to potential lawsuits in the event of slips and falls. This year, in order to reduce the possibility of such a risk, the Trustees engaged a contractor to clear snow and ice from building walkways and from the 3-foot apron in front of building garages. The cost of this service adds an average of \$6.00 per month to your condominium fee. This program may be continued on a permanent basis, depending upon the success of this year's trial period.

#### **CONTRACTOR'S SCOPE OF WORK:**

The following service will be in effect from November 1st through March 31st.

The Contractor will remove snow from the three-foot apron in front of garage doors, and from building walkways up to, but not including individual unit steps and landings.

**Each unit's front steps and deck continue to be the homeowner's responsibility.**

The Contractor may begin snow removal overnight, or as early as 4:00am to 5:00pm, depending upon estimated depth of snow, basically accomplished by snow blowers, with hand shoveling included where necessary

Snow removal begins when snow depth reaches three inches (3") – or at less than 3" under certain conditions (*heavy, wet snow, etc.*), with multiple visits if necessary.

Clearing the entire complex is expected to take approximately two hours.

To avoid damage to lawns, markers will be installed along walkways

#### **HOMEOWNERS' RESPONSIBILITY:** *Please read carefully – action on your part is necessary.*

Homeowners must practice due diligence in keeping their front deck and steps cleared of snow and ice. Do not shovel snow from front decks and steps back on the walkway.

Homeowners who cannot perform this function due to physical limitations must arrange for another individual to perform this function on their behalf.

Homeowners who vacate their units to relocate to warmer climates during the winter months must have someone perform this function regularly in their absence.

If you need help finding someone to shovel, contact the Manager for assistance.

In the interest of the welfare of our community, the Association must strictly enforce every homeowner's obligation to comply with this Resolution, including, in the case of repeated failure to comply, fines as established by our By-laws.

This Resolution will remain in force until revised or eliminated by vote of the Trustees.

***Please insert this Resolution in your Rules & Regulations binder for future reference.***

***Your Board of Trustees thanks you for your cooperation.***

**LAURELWOOD @ MILFORD CONDOMINIUM TRUST  
RESOLUTION #12: PET POLICY  
SUPPLEMENT TO EXISTING PET BY-LAWS, RULES & REGULATIONS.**

**AUTHORITY:** The Laurelwood @ Milford Condominium Association Declaration of Trust, Article III, Section 2, authorizes the Trustees to govern Association affairs, and to take whatever action it deems appropriate to protect the interests of unit owners and to discharge the obligations of the Association.

**GENERAL:** The Policies described below are to be considered as a supplement to existing Pet Policies in our By-Laws, Rules & Regulations. Enforcement of all Policies must be a joint effort of both Trustees and residents. The Trustees encourage residents to report violations, so that corrective action can be taken.  
Please be advised that the Trustees will not respond to anonymous calls.

**VOTED:** That the following policies be adopted and distributed to residents as a supplement to existing By-Laws, Rules and Regulations on the subject:

- Pets should not be tied up outside unless supervised.
- Pets that are tied up should be tied away from flower beds and lamp posts.
- Pets that are tied up should be tied up in back yards only.
- Pet droppings containers should be kept out of sight from the street.
- Household pets should be fed indoors only (with the exception of "treats".)
- Pet cats should be indoor cats only.
- Pet nuisance complaints will be handled on a per pet basis by Trustees.
- Residents who own pets should complete a Pet Registration Form, and submit the form to the Manager, indicating that their pet is properly vaccinated.
- Residents should carry appropriate materials for collecting all pet droppings that may occur while walking pets on Condominium property.

**NB:** Changes to existing By-Laws, Rules and Regulations regarding pet sizes and/or breeds require a legal process to be considered at a later date.

**Adopted by Unanimous Vote at a meeting held January 18, 2012.  
Please insert this Resolution in your Rules & Regulations binder for future  
reference. Your Board of Trustees thanks you for your cooperation**