

What is an Emergency??

Management regularly receives after hours "emergency" calls that aren't emergencies. The following are some examples of true emergencies for which you should call the after hours line:

- There is a fire in one of the units or buildings.
- A water main in the main road has burst and the street is flooded
- A tree has fallen across the road, walkway or into a building.
- There is an odor of gas in the building.

NON Emergencies-

- You have locked yourself out of your home. **Management does not have keys to the units.**
- You received a **delinquency notice from the Management office.** Issues regarding your maintenance **account will be handled during normal business hours.**
- **Your dishwasher, washing machine, dryer, toilets, AC, heating system is not working properly.** The maintenance and repair of these appliances and systems are the **responsibility of the homeowners.** If you are a tenant and experience problems with the above items, please contact your landlord directly. Repair leaking faucets & toilets immediately! Our water bill has been rising every year!

RULES TO REMEMBER: EVERYONE LIVING IN THE GLEN IS RESPONSIBLE FOR KEEPING IT CLEAN! PICK UP AFTER YOURSELF!

1. The dumpsters and Recycling containers are there to place your garbage in, not on the ground. Those caught NOT putting their refuse IN the dumpster will be fined a minimum of \$25.00 per incident.
2. Anyone caught defacing the property at Edison Glen will again be fined. If a child is caught defacing their parents will be held responsible and charged the cost for replacement or repair.
3. Charcoal grills are not permitted at the Glen, they must be electric.
4. ALL Guests must have a Guest Pass on their vehicle Booted cars/\$100.00 to remove the boot. Cars will be towed at the owner's expense.
5. There is no loud or offensive noise before 8:00am or after 10:00pm.
6. Bird feeders are not permitted as they draw rodents.
7. No pets are permitted that means dogs, cats, ferrets or etc. are permitted to be housed at the Glen.
8. All vehicles must be registered at the Management Office by the end of January every year!
9. New residents of the Glen must register & fill out a Census form with Management.
10. All Residents of the Glen MUST live by the Rules and Regulations of the Glen. If in doubt, call or drop by the Management Office at 1304 Edison Glen Terrace.
11. The speed limit of the Glen is 10 MPH>
12. Discarding trash of any kind on the grounds of Edison Glen is **UNACCEPTABLE**, including cigarette butts
13. There is only one (1) parking voucher per car, this is the Rule. Many stickers mean nothing You will receive a warning!
14. Not paying your monthly maintenance fee is **THEFT and SHAMEFUL**. Every effort will be made to legally collect what you owe to the Glen.
15. No ball playing against the buildings of Edison Glen.
16. We ask you report any criminal activity immediately! Please call 911 any hour of the day or night! Report any suspicious persons in the Glen (for the Police the word is suspicious).
17. **REMEMBER** to remove all hair from shower, sinks and all drains as it will cause serious problems.
18. **PARENTS**, please inform your children to stay away from the creek. The children are removing the stones on the bank and throwing them into the creek. This will eventually cause flooding of the Glen bridge road during heavy rains.
19. Keep your porch clear of any unsightly items and clean. It is **NOT** a storage area. The porch is the entrance to our Respective homes – be proud of your home!
20. Please instruct your children not to leave their bicycles, scooters, soccer balls etc. in the walkways. You may be responsible for injuries incurred by someone injured caused by your negligence.

Who Is Responsible for What?????

The Association's By-Laws defines a unit as follows: :

a) The volume or cubicles of space enclosed by the unfinished inner surfaces of the exterior and interior dividing walls, ceiling and floors thereof, including vents, doors, windows, basement area and other structural elements that are regarded as enclosure of space; b) all interior dividing walls and partitions (including the space occupied by such walls or partitions); c) the direct inner surfaces of such interior walls, floors and ceilings consisting of wallpaper, paint, plaster, carpeting, masonry, tiles, and all other finishing materials affixed or installed as a part of physical structure of the unit and all immediately visible fixtures, mechanical systems and equipment installed for the sole use and exclusive use of the unit, commencing at the point of disconnection from the structural body of the unit and from the utility lines, pipes or systems servicing the unit."

Okay, so now you may ask, "What does all that mean?" In a nutshell, it means that a unit is everything from the inside surface of the walls, floors and ceilings in. This includes your carpet, tile, floor, wallpaper, all appliances, heating systems, and a conditioning systems. This also includes all plumbing lines which are exclusive to your unit whether they are behind the wall or no

So, now that you know what is included in a unit, who's responsible for it all? As a unit owner you are responsible for everything included in your unit. If your heat or AC doesn't work, you must repair it. If your toilet is leaking, you are responsible for its repair. If a pipe is leaking **BEHIND** the wall and it is a pipe that services your unit **EXCLUSIVELY** you are responsible for repairing that pipe **AND** the wall.

Now, you may wonder, "What is the Association responsible for?" The Association is responsible for maintaining all **Common Elements**, WHICH INCLUDE: Common landscaping areas, roofs, common floors, common ceilings, main walls,, slabs, common entrances, roadways, walkways, parking lots, paths, trees, yards, driveways, shrub gardens, landscaping. For instances, if there is a roof leak, the Association will be responsible for repairing the leak and any interior damage to your unit. If a common plumbing pipe leaks, the Association is responsible for its repair and any resulting damage to your unit and the Common Element. If however, **your** pipes, **your** toilet, **your** washing machine, **your** dishwasher, sink, etc., leak causes damage to any surrounding **Units and/or Common Element, you as the unit owner are responsible for repairing the cause of the leak as well as any damage to the surrounding units and common element.**

On a side note, many homeowners use the Association's maintenance personnel (Lazlo) to perform tasks that are not the Association's responsibility. While Management does not have a problem with Lazlo helping unit owners on occasion, these tasks must be performed after business hours and paid for by the homeowner. Please do not stop Lazlo when you see him on the street and ask him to change a light bulb, re-light your pilot light, etc. He has duties to perform daily.

*** PROJECTS WE HOPE TO ACCOMPLISH FOR 2010**

- Continue to repair the sewer drains on Edison Glen Terrace
- Restripe the road surface
- Install signage on both entrances to Edison Glen (Main St & US 1)
- Many contracts are coming up for renewal this year. (Pool, garbage removal, snow removal, grounds maintenance)
- Steam clean buildings with moss and graffiti build up
- Repair pot holes on road surfaces
- Repair concrete destroyed during heavy snow season