

## Walden Woods Standard Committee May Report

To: Walden Woods Conservancy

From: Cathy Miller

CC: Lynn Fitzgerald, Elite Property Management & Standards Committee

Date: 5/22/18

### Agenda Items for the Board Agenda

- 618 TC – Elite actions
- Update Board on the AAI for 136 PB (Driveway & shed)
- Update from attorney on temporary religious structures
- Pool rule for change in access (below)
- Rule Change to Subsection 27.12 – Grills. Add Fire Pits

### Proposed Rules for the Pool Access System

As you may be aware the Pool at Walden Woods has experienced episodes of poor or disruptive behavior, unauthorized access and property damage. It is thought this results in part from the sharing of access codes by residents with non-residents. The Board of Directors has opted to address this continuing problem by purchasing and implementing an electronic access system for the pool. This system will allow control of access into the Pool to authorized users, and will allow the Board, when appropriate, to determine who is at the pool at a time when an incident of disruption or damage occurs. The Board also requests that unit owners, renters and their guests review the following:

- a) that unit owners and their guests be aware of and respect the rights of other unit owners, residents and their guests to use the pool in an enjoyable and appropriately uninterrupted manner;
- b) by reminding unit owners and residents that use of the pool is limited to unit owners, properly approved renters and their guests ONLY. All guests must be accompanied by a resident, as per Rule 13.1 and Declaration 10.2.1.
- c) by asking that unit owners and their guests follow the clearly posted pool rules;
- d) by reminding unit owners and their guests that letting others into the pool area is strictly forbidden unless you know the person is a resident of Walden Woods; (this is a problem that must be addressed to protect our investment in our most expensive amenity)

### Regarding the Access Devices the following will apply:

#### Obtaining Access Device for the Pool

1. Each unit will be assigned only one access device. Unit owners may assign the device to properly approved renters. (See rules for renting)
2. Additional access devices will not be available, only one per unit will be issued due to cost and administrative maintenance.

#### Roles /Responsibilities

3. Unit owners and residents may not share their devices with others for use at the pool, unless they are overnight guests staying in your home.
4. Unit owners will be solely responsible for their devices if they are lent to or shared with anyone. Only a unit owner may request a replacement device from Elite Property Management or a successor Property Management company, which will be responsible for the administrative deactivation of lost device and activation of a replacement device. (This includes renters who must work through their unit owner for device access, replacement and issues.)
5. A Master list of access devices for the pool will be kept by Elite Property Management or a successor Property Management company, including owner name, contact phone number and or email for owner. Contact phone number/email for properly authorized renter who is given access to the unit owner's device. Board Members will have access to this list when needed for Conservancy business.
6. Elite Property Management or a successor Property Management company will be responsible for keeping the master list current and will notify the Board of Directors as necessary of activity resulting from loss or replacement of devices from time to time.
7. Elite Property Management or a successor Property Management company is responsible for administrative and technical duties associated with lost or stolen devices, replacement device requests, device failure issues and termination of device activation requests.
8. Unit owners are responsible for reporting lost or stolen devices immediately to Elite Property Management or a successor Property Management company.
9. Residents who find an access device should contact Elite Property Management or a successor Property Management company for instructions on what to do with the device.

10. Unit owners are solely responsible for proper care and storage of the access device.

#### **Access Device Issues and Problems**

11. Failure to follow and comply with any and all rules outlined herein will result in revocation of a unit owner's access to the pool, and required return of the device.
12. Lost access devices can be replaced for a non-refundable fee of \$100.00, payable by the unit owner. This will entail *deactivation* of the assigned device and reassignment of a new device. (The old device will no longer work) If the old device is located it should be returned to Elite or to a member of the current Board of Directors for reuse by the community.
13. The cost for replacement of a lost device will be \$100 to cover the administrative process and to deter any sharing.
14. In the event that a device is stolen, provision of a police report properly filed with the local authorities may result in a waiver or reduction of the replacement fee.
15. In the event that an assigned device does not work, Elite Property Management or a successor Property Management company will replace the device at no cost to the unit owner as soon as is practicable, and only after having been notified of the loss by the unit owner.
16. If a device is lost, stolen or no longer works:
  - a) the Unit owner should contact Elite regarding the missing or nonfunctioning unit.
    - b) Elite will respond to the unit owner within 24 hours during regular business hours with 1) a plan for immediate replacement for a non-functioning device at no cost, however the non-functioning unit must be returned to Elite with 30 days or a charge of \$100 for the device will be applied to the Unit. OR
    - 2) a plan for replacement of the lost or stolen device to be mailed to the unit owner within 24 hours of receipt of payment for the replacement device, but only during regular business hours.
    - c) devices shall be mailed to the unit owner either at their regular mailing address or to the Unit only.
17. Elite shall designate one device for the use of the Pool Maintenance Individual currently under contract at no cost to the Vendor.

#### **Fire Pit Rule**

This is the existing rule:

Subsection 27.12 – Grills. Only tank propane or natural gas grills properly connected to the unit's gas source are permitted on decks. Any grill or other device connected to the natural gas supply requires an AAI, Town of Windsor permit and inspection by the gas company. Wood or charcoal burning grills, fire pits, chimneys, etc. are prohibited.

Proposed rule:

Subsection 27.12 – Grills. Only tank propane or natural gas grills properly connected to the unit's gas source are permitted on decks. Any grill or other device connected to the natural gas supply requires an AAI, Town of Windsor permit and inspection by the gas company. Wood or charcoal burning grills, ~~fire pits~~, chimneys, etc. are prohibited. **Fire Pits of any kind are prohibited, regardless of fuel type (wood, charcoal, propane, etc).**

