

NEWSLETTER

JUNE 2020

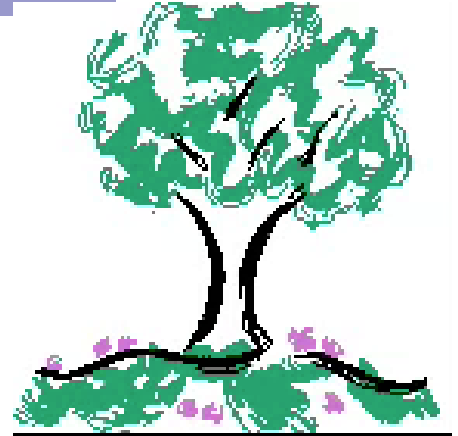
◆ **Birchwood Pointe Board of Trustees:**

- Tracey Chalifour, **President**
- Alan Stern, **Treasurer**
- Frank Peluso & Courtney Farnham, **Trustees**
- **Gemini Property Management:** Anthony Castiglione, 978-346-8900 or apc@geminiproperty.net

Leasing Status:

As of June 23, 30 units (24.5%) are leased. The maximum is 31 units (or 25%).

If you are selling your unit, please remind your realtor that there is a leasing restriction at Birchwood Pointe. All potential owners should understand the bylaws before purchasing a unit, and the buyer's realtor should check with Gemini to obtain the current ratio.

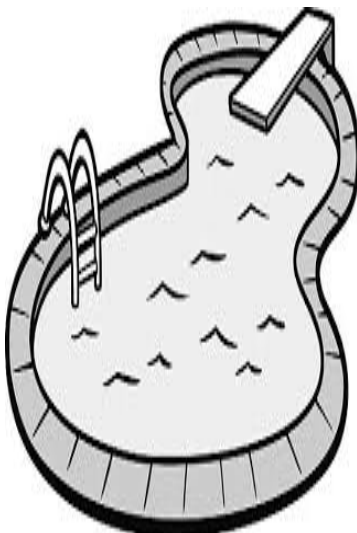


July 4th Cookout Cancelled this Year

Unfortunately, due to COVID-19, the Board will not be holding the Fourth of July cookout this year. We hope you all have a safe and happy holiday.

SUMMER REMINDERS, etc.:

1. Hallway windows should be kept closed during warmer weather to help keep hallways cool and keep heat out. Summer also brings occasional severe thunderstorms, so closed windows will eliminate driving rain from entering buildings and damaging window sills and carpets. Please assist by closing windows if heat or storms are in the forecast.
2. Door mats, shoes and other personal items are not allowed in the hallways. They pose tripping hazards, and are impediments to thorough cleaning of the common areas. Please remove any items you may have placed in hallway.
3. Please show extra consideration for your neighbors now that windows are open. Lower voices near open windows, on walk ways, near entry ways, and also lower car stereo volume while in the parking lot. Motorcycle owners—please keep engines as quiet as possible, and park with exhaust pointing away from buildings.
4. Residents are not allowed to alter the plant beds in any manner. Cutting flowers or shrubs down is strictly prohibited. The Association spends a lot of money to make the property look vibrant and manicured, and any resident found to be cutting plants will be fined. If you would like to participate in the Landscaping Committee, if you have questions about flowers or plants, or would like to volunteer to water new plants, please contact Gemini Property Management.
5. If you experience a problem with a laundry machine, please call the toll free number located in the laundry room and report the issue. It is also helpful if you put a temporary sign on the machine so that your neighbors don't attempt to use it.



The Pool is Open!

Whether you are a avid sunbather or a social butterfly at the pool, it is a welcoming sight when the furniture is dragged out of storage, and the cover is finally removed from the pool. There is a lot of preparation involved in getting the pool ready every year, and this year was even more complicated with the Covid-19 regulations, etc. We all need to do our part to insure the pool area remains safe and enjoyable throughout the season for EVERYONE. Please refer to the Resident Rules for the pool guidelines applicable to all residents, and the additional Covid rules that are posted in each building and distributed weekly via email. *As always, the pool is a "Use at Your Own Risk" facility.* Most importantly, since the bather load is restricted to 40% this year, visitors are prohibited. Thank You.

NOTE: Vendors are behind on repairs due to Covid-19. In order to not shut the pool down, all necessary repairs to tile and coping will be completed after the pool closes in September.

MESSAGES FROM GEMINI PROPERTY MANAGEMENT

Gemini Property Management will not be issuing coupon books for condo payments in FY 2021 (July 1). Gemini uses an online software platform called Yardi that has a web portal called "Condo Café". If you join Condo Café, you will have the ability to sign up for automatic recurring condo fee payments. There is a \$1 fee per transaction. If you do not wish to sign up online, we can configure your account for automatic payment, provided you complete an authorization form—please call Gemini to obtain one. *If you are already enrolled in this service, you do not need to do anything.* There is no requirement to make payments using the portal; if you wish to continue making payments through your bank or via handwritten check, you can do so.

Gemini recently automated the delivery of Association monthly financial reports for Owners. On the 16th of each month, BPCA owners will receive an email indicating the previous month's reports are ready for viewing in Condo Café'. For example, on June 16th, you will be able to see the May reports that have been approved by the Board. Just select the "My Documents" folder under the Lighthouse.

For either item, if you have any questions, please contact Gemini at 978-346-8900 or apc@geminiproperty.net

Parking Lots

The landscaper's scheduled day for service is Thursday, with a Friday rain date. On Thursday mornings after 8AM, please try not to park between the dumpsters and the shed. This has historically been the staging area for the landscaper. Residents should remind any guests to leave those spaces open if possible.

Additionally, please advise guests with motorcycles to park in the designated motorcycle parking areas, indicated by the letter M.

The parking areas should not be used for gathering, playing or any other activity. It is a safety concern for both those who are using the parking lot and for residents and guests operating vehicles. In conjunction with minimizing activity, all vehicles should be operated at an appropriately low speed when driving on property.

WATER CONSERVATION IS STILL A TOP PRIORITY

Due to Covid-19, many more residents have been home continuously and that will be reflected in our water bills from the City. As you know, water expenses are included in monthly condo fees. We are asking each resident to do their best to help minimize water use, as the cost affects the operating budget. Here are some ways you can help:

- ◆ Take **short** showers rather than baths. Baths use 15-25 gallons of hot water compared with less than 10 gallons for a five-minute shower!
- ◆ Run your dishwasher only when it's full.
- ◆ Repair running toilets and leaky faucets.
- ◆ Wash clothes in warm water. It takes half the energy of washing in hot, or better yet, cold water takes up to 90% less energy.
- ◆ When brushing your teeth, turn off the faucet—don't run the water until you need it.
- ◆ Always be conscientious that the water is not "free" - we have to pay for it at some point, just like living in a house.

Smoking Area Use and Etiquette

Residents and guests using the smoking areas are reminded to properly dispose of smoking materials in the ashtray/urns provided. Large ashes from cigars and cigarette butts have been found on the ground near the smoking area on the hill leading to building 5.

With the weather so dry, the Board is concerned for the possibility of the ash or a cigarette that hasn't been fully extinguished to cause a possible fire. Additionally, these improperly disposed of materials have caused damage to the lawn in that area. The Trust invests considerable funds into the landscaping each year, and if the damage continues, the cost to make repairs will need to be passed on to residents.

Trash and Recycling Containers

Please make sure to close the side doors of the dumpster containers. The dumpster gate/enclosure should also be secured after disposing trash and nothing should be left in the enclosure outside of the containers. In the heat, the garbage will begin to smell and attract wildlife. Please help by securing all areas and trash. Also, please put only recyclable items in the recycle dumpster.