



Half Moon Village

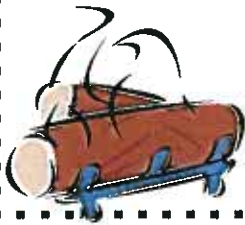
Fall/Winter 2011

Fireplaces and Firewood

- Firewood may be stored under decks (with or without lattice) as long as it is stacked neatly at least 2 feet away from the building foundation.
- If you are using your wood burning fireplace, please have it cleaned and inspected by a professional chimney sweep. The frequency depends on how often you use it.

Chimney caps may be added to the top of the chimney stack as a Unit Owner Modification.

Never remove logs or ashes from the fireplace until you are 100% sure they are cold and could not re-ignite. Keep a fire extinguisher handy.



Inside this issue:

Trash and Large Item Removal	2
Outside Faucets	2
Insurance Reminders	2
Snow Reminders Seasonal Reminders	3
Contact Information	4

Pet Peeves - Please pick up after your dog!

Dogs must always be leashed in the common areas and pet waste must be picked up and properly disposed of. No dogs may be left unattended in the common areas, including private yards, decks & balconies. Please try to keep your pet's barking to a minimum for the peace and sanity of your neighbors. Thank you!



Christmas Trees

**Will be collected on Mondays
January 2nd & 9th.**

Please remove all decorations. Do not bag or tie, please leave the tree loose.



Fall Heating System Inspection

Now is the time to have your furnace cleaned and inspected by an HVAC professional. Changing your air filter on a regular basis will save energy and keep you air cleaner. Do it Now!!!



The Ashland Food Pantry

The pantry is more in need than ever for non-perishable food, paper goods and toiletries.

Your generous donations can be dropped off at the rear of the Community Center, 162 West Union Street, at the Ashland Town Hall or Post Office.

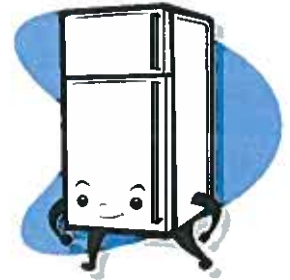


The Board of Trustees and Sterling Services would like to wish all owners a very happy holiday season and the very best in the New Year!

Trash and Large Item Removal

The Board and Sterling Services, Inc. are working to keep your condo fees as low as possible but unfortunately picking up trash every week and large items that are improperly left for pick-up costs the Half Moon Village condo owners **more than \$3500 each year**. We would prefer to spend this type of money on landscaping improvements or put it towards replacing the aging roofs and decks.

For **BULKY ITEM** pickups, contact Waste Management at **800-972-4545** Please note that included in your annual trash fee to the town is the disposal of one large item per address per month, you simply need to call Waste Management to arrange the pickup.



Also the town has scheduled drop off dates for oil, mercury, oil based paint, batteries, fluorescent light bulbs, AC units, and electronic items. These are usually free or a minimal charge for electronics. The next one is scheduled for October 2nd, 9:00 a.m.—Noon, at the DPW yard, 20 Ponderosa Rod. Please see the updated flyer sent to you by the town, which is also posted on our website, www.halfmoonvillage.org, "2010-11 Ashland Trash/Recycling Info. You can also call the town at 508-881-0120 x 19 for more information.



Yard Waste - The Town of Ashland will be picking up yard waste (in paper yard waste bags only) on Mondays between April 2– May 16 (with the exception of Marathon Monday).

We thank-you for your cooperation in maintaining Half Moon Village an

Reminder About Insurance.....

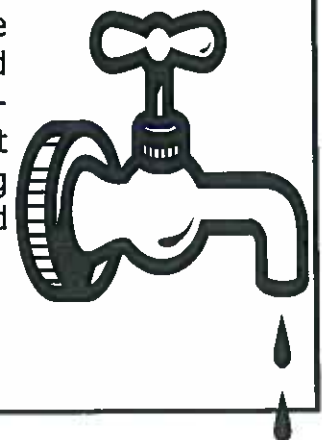
It's time for a check up! Please take a moment to review your needs and condo policy with your agent. The Association's Master policy carries deductibles of \$5,000.00 per occurrence **and \$5,000.00 per unit for ice dams losses**, which may be homeowner responsibility in the event of a loss.

Please check with your agent to make sure your homeowner's insurance policy provides adequate coverage to meet these deductibles. Appropriate clauses are usually referred to as HO-6 and HO-1732. After a loss is NOT the time to confirm coverage.



Outside Water Faucets

Please help reduce the chances of ruining your personal property and incurring a preventable insurance claim by shutting off the water to your outside water spigot. The shut off valves are usually located in the basement or under the kitchen sink. After you have turned the valve off, open and drain the outside faucet. This will prevent the pipe from freezing over the winter and possibly bursting.



Snow Removal Reminders

Here are the details regarding snow plowing this winter:

Snow plowing will commence when the Town Highway Dept. plows secondary roads of the Town (usually about 2").

The Town of Ashland will plow Algonquin Trail and Captain Eames Circle, our vendor will plow Arrowhead Circle.

Our vendor's #1 priority will be to plow the side drives and the driveways to within 2 feet of the garage doors.

Our vendor will "ice melt" drives and driveways as needed or at the request of management.

Due to budget considerations the Board has elected NOT to contract for shoveling of walkways up to the deck stairs and /or foyer doors as has been done in the prior years. The plow will clear snow in the driveway leaving the base of the steps free for access by unit owners. Unit owners are responsible for maintaining the safety of these accesses (i.e., steps at driveway, walkways, decks and stairs) at all times.

The Board has chosen again to go with a more "environmentally safe" ice melt that will limit the damage to the already suffering lawns, etc.

After the access roads and unit driveways have been plowed, and after the snow has stopped falling, our vendor will clear snow from: storm drains, fire hydrants, sidewalks and mailboxes (to the width of the cement pads).

Vehicle owners must be prepared to move cars that are parked in any outside location to allow the snowplows to completely

clear the side drives and driveways. This is a major safety issue as well as one of convenience for all residents.

Please do not leave vehicles parked outside if you are going to be away during the winter months when inclement weather is always a possibility.

Garage entrances are considered to be Half Moon Village residents' primary access into the units. If guests are expected to arrive prior to having their area plowed, it will be the unit owner's responsibility to make arrangements for guests to safely enter through the garage.

Clearing snow around walkways, sliders and off the decks is the responsibility of each unit owner. If not removed, snow and ice buildup could cause costly damage to the sliders and/or leak into the inside of your unit. We ask that you use a plastic shovel, which will minimize damage to lawns and decks. Doors, windows & sliders belong to the unit owner, who would be responsible for their replacement. So it is to your own advantage to keep them clear.

If a safety problem is observed on Captain Eames Circle or Algonquin Trail (such as icy conditions) please call the Ashland Police Dept. at 508-881-1212. If a safety problem is observed on any of the sidewalks, storm drains, side drives or walkways, call your property administrator, Debbie Gaultz at 508-686-5201.



No season requires more planning than the winter. As the Trustees and management team work on the common area preparation, each owner should also be prepared.

First, if you are traveling and leaving your home vacant for a few days or more, never turn off your heat. Do not set your thermostat below 65° and make sure that all doors and cabinets are open to allow heat in.

Second, consider turning off your water if you are

going away for a long period of time. This is not a winter recommendation per se, but water losses are more frequent in the winter.

Don't forget to shut off the outside water spigot. Third, get a spare key to your home to a local friend and/or family member. When there is an emergency, another copy of the key is critical. Let Management or a board member know who to contact in case of an emergency. Lastly, now is the time to check that your furnace filters are clean, that you have fresh batteries in your smoke/CO detectors.

Holiday decorations

Appropriate holiday decorations are allowed 4 weeks before and 3 weeks after the holiday. Please remove such items promptly. Decorations may be on the deck, doors and windows.



Fall/Winter 2011

Sterling Services, Inc.
589 Concord Street
Holliston, MA 01746

Phone: 508-429-2150
Fax: 508-429-7989

After Hour Emergency Line:
888-546-6400



Association Information

www.halfmoonvillage.org

Board members:

Karen Girard
Paul DePhillips
Scott Davis
Joseph Coda
Mark Akeson

Property Administrator:

Debbie Gaultitz
508-686-5201 (direct line)
dgaultitz@sterlingservicesinc.com

Property Manager:

Tracey Rhodes, AMS

Insurance certificates:

Sara Hale at Rodman Insurance
781-247-7800
www.rodmanins.com



Moving or Refinancing—Please contact condo certs at www.condocerts.com or 800-310-6552 for condo related material you may need for your sale or refinance i.e. questionnaires, minutes, condo docs, budget/financials information and much more. Please be reminded that condo certs is a fee based service.

Half Moon Village

C/O *Sterling Services, Inc.*
589 Concord Street
Holliston, MA 01746