

Community Updates & Requests

Happy New Year to all our Residents

Trash/Dumpster Policy

1. No commercial dumping or toxic waste is permitted
2. If the dumpsters are full please contact Reliable Management
3. The waste management company is not responsible to pick up those items left outside of the dumpster
4. Break down/flatten larger boxes --- toss rubbish to the back of the dumpster to effectively use space

Pet Reminders

1. New Year means new licenses are required for dogs/cats per Town of Grafton. If animal is not licensed with the town it needs to be per the Town
2. *Pick up after your pet.* Please respect other owners by taking your animal to a place that is safe and try to rotate where the animal goes to help reduce burn marks. Avoid front lawns to maintain landscaping efforts
3. Reminder: animals are not permitted to be unleashed or unattended in yards or decks

Parking and Snow Removal

1. To better assist the plows, please do **NOT** move your car until they are ready to clear your parking area. Cars should be moved to the back parking area **AFTER** the plow clears the main drive, allowing them to push the snow to the field – this has continued to be an issue so please adhere to this process
2. Salt Buckets have been provided for residents to salt sidewalks to keep them clear of ice. Please call Reliable Management if you notice the bucket is getting low
3. Unit Owners are responsible to make arrangements to have their cars moved during vacation or business travel

Vacation During the Snow Season

1. Please make sure to keep the heat on in the unit; Make sure the outside water spigot is turned off. These are steps you as a unit owner can take to prevent pipes freezing.
2. Again, ensure a neighbor or Reliable can move your vehicle(s) while you are away.

New Chiminea Rule as well as Grill Placement

1. Riverview Condominiums now prohibit the use of any open-flame device such as chiminea, fire pits, torches, etc.
2. Riverview Condominiums require the use of barbecue grills which includes both gas and charcoal as follows: grills are to be placed on patios and need to be at least 3 feet from the gas lines, privacy fences and building.

Dryer Vents and ON/OFF for water to Washer as well replacing hoses

1. Please clean dryer vents inside and out as best as possible on a regular basis
2. Replace old hoses connected to the washer; suggest turning the spigot OFF when not in use, avoids broken hoses from damaging a unit when the unit owner is away
3. Older units should check the spigot for condition as you may need to change the spigot due to wear and tear. If the spigot needs to be changed it is the responsibility of the Unit Owner to have this repaired.

Annual All Residents Meeting

Tuesday

April 22nd

7:00 PM

1. Materials and Proxies will be forwarded to Unit Owners.
2. Please make sure when you receive the Proxy to fill it out and return it to the Management Company.

Board of Trustees

Ron Burke	President	Unit #8
Lois Robbins	Vice President	Unit #1
Stephen Maguire	Treasurer	Unit #4
Jon Bartelson	Secretary/Clerk	Unit #20
Nancy Murgida		Unit #24
Al Barnouw		Unit #35
John Seymour		Unit #22

Directory

Reliable Property Management
 PO Box 210
 81 Main Street
 Hopkinton, MA 01748
 508-435-1010
 ** send your Association Fee to above address
 care of *Riverview Condominium Trust*

Who to Call

Do you have ideas for the Riverview newsletter? Would you like to contribute topics, submit pictures or help design it? Please let Christina know by sending an email or leaving a voice mail. Please provide your name and unit number.

Christina.rangel@staples.com

508-253-1012

Emergency and non-Emergency Contact Procedure

A. If a resident needs to call Reliable regardless if it is an emergency or non-emergency they need to provide the following information to Jean Correira:

1. Your name and Unit #
2. Your phone number
3. Whether they are an owner or renter
4. The nature of the situation

B. Please leave the best possible time to call back and a phone number they can be reached at if different than the number given in #2

REMINDER: all incidents that involve an injury in the common elements need to be reported to Management Company as soon as possible.

Riverview Online

Our community web site has a lot of useful information, including:

- Newsletter
- Maps
- Rules & Regulations
- Site plan
- Useful links

Riverview Community User group

This is a useful site that keeps members of the community connected. It works like a virtual bulletin board. You can post anything you would like.

Instructions to join:

- Step 1: Go to <http://groups.yahoo.com/group/riverview-condo/>
- Step 2: Click "Join This Group!" on the upper right
- Step 3: If you already have a Yahoo Userid and password type it in at this point and go to Step 6. Otherwise proceed to the next step (4)
- Step 4: Click "Sign Up"
- Step 5: Fill out the form and you are registered and ready to interact in the Riverview user group
- Step 6: You can set up certain notification settings and other specific items to your profile. The one thing you must enter in the "Comment to Owner" field is your name and unit number.

This will help us know that you are a community member and we can approve your request for membership.

