



# THE CHANT

February/March  
2006

## MESSAGE FROM THE BOARD:

**Clubhouse Status:** If you've been able to sneak a peak at the clubhouse, you already know that work is now progressing well and that our clubhouse bodes to be a first-class showplace. We have full power, kitchen granite countertops are in, showers and locker rooms are tiled, light fixtures and ceiling fans have been hung, cabinetry in kitchen and library has been installed, finish painting has begun, and the main entrance water wall and tiling is starting to take shape. Present schedules call for designers to appear and begin installation of furnishings and finishing touches during the first week in March. Projected completion is now set for early April. Let's hope this date holds. Robertson Douglas is planning a big opening event for all homeowners.

**Patio Extension Status:** A formal proposal to amend the township planning resolution has been received in the Planning and Engineering Office of the Township of Hamilton. This proposal asks to allow patios to extend to a total of 250 square feet as long as the impervious surface coverage on your property does not exceed 50%. We are waiting for this proposal to soon be placed on the Township Planning Board's agenda. Until this proposal is approved by the Planning Board, patios can be no greater than a total of 12 feet by 14 feet. We will inform everyone immediately when this changes.

**Lawn Maintenance Contract:** We have awarded the 2006 lawn maintenance contract to A Growing Concern for a substantial savings. The Board reviewed proposals from six different vendors. A Growing Concern currently performs this work for the Evergreen and Locust Hill Adult Communities and from all appearances and reports, does a good job. We went with the low bidder in order to save money and stave off an immediate Association dues increase.

## MESSAGE FROM PROPERTY MANAGEMENT:

Happy New Year everyone! We hope that everyone is enjoying the above-normal temperatures this winter. Unfortunately, the groundhog saw his shadow, so we will have six more weeks of winter.

### **SNOW REMOVAL REMINDER**

Please **DO NOT** park cars along the street during a snow storm. This inhibits curb-to-curb snow removal and may create safety issues later.

The contractor is required to begin plowing when the accumulation exceeds two inches. **He will keep the main streets open during the storm and will then begin to clear the connecting streets, entry walks and driveways and lastly, the common sidewalks, after the storm has ended.**

When the contractor is plowing driveways, please remove ALL cars from the driveways. The contractor will not plow the driveways if there are any cars present.

We have had several reports of drainage problems along Portofino Drive after it snowed or after a substantial rain storm and the temperatures are below freezing thereafter. If you live near one of the areas where water accumulates and freezes at the end of your driveway, please keep ice melt products handy and use them as needed to prevent a safety hazard. If you have not already done so, please report drainage and excessive ice problems to Executive Property Management (EPM) at 732-821-3224.

### **ID CARDS**

ID cards will not be issued until the Clubhouse is completed and fully operational. At that time, the Social Committee and Clubhouse Committee will assist in issuing ID cards to all homeowners "in good

standing” with the Association. All homeowners will be required to bring a passport photo to be used on the ID card. ID cards will not be issued without a photo.

## **HOMEOWNERS MODIFICATIONS**

- Have you changed your landscape?
- Put in landscape borders?
- Storm Doors?
- Satellite Dishes?
- Patios?

If you have not filled out the proper Project Registration Form, please contact Executive Property Management (EPM) @ 732-821-3224 (ext. 127).

When the Architectural Control Committee has presented a completed draft of the modification guideline to the Board for review and those modifications are approved, a manual will be sent to all homeowners. A cited violation will be given a specific time to be corrected. Later, fines in the amount of \$25 per day can be levied, and the homeowner will no longer be able to use the recreational facilities, clubhouse or exercise any other rights as a homeowner until the violation is corrected.

It is important to obtain a Project Registration Form from EPM for every modification to the exterior of your home, including landscaping. When the work is completed, please contact EPM so that we can arrange for the ACC to inspect the modification.

## **SEASONAL TIPS:**

### **SMOKE/CARBON MONOXIDE DETECTORS**

If you did not do so when Daylight Savings time ended in October, now is also the time to check the batteries in all smoke detectors. If you have not already done so, it is a good idea to install Carbon Monoxide Detectors near all sleeping areas and adjacent to the room housing your furnace.

### **WINTER VACATION PLANS???**

For those of you, who will be planning a vacation during the winter months, please make sure that your heat remains in an “on” position and the thermostat is set at a minimum of 55 degrees. This will prevent any pipes from freezing and bursting if the weather is below freezing for an extended period of time.

**Most importantly, leave a current emergency contact number with EPM and make sure that the person listed as the emergency contact on the Census Form has a key to your unit.**

## **SPRING PLANTING REMINDERS**

Planting beds along the side of the home may not be wider than three (3') feet.

If you wish to plant only annuals, approval is not required.

## **HOW TO CONTACT EXECUTIVE PROPERTY MANAGEMENT (EPM)**

From time to time it may be necessary to contact your managing agent, EPM. In order that your request is properly and efficiently handled by the Management staff, we ask that you please request the following person(s) and their respective departments:

**Maintenance-Related Requests for Common Areas**  
JoAnn Vigilante, Customer Service, Ext 117

### **Collection Issues**

Susan Fryd, Office Manager, Ext 103

### **Re-Sale Issues**

Wendy Rosen, Closing Coordinator, Ext 116

**Account-Related Issues** (for units not at collection with the attorney)

Chrissy Brooks, Ext 105 or Gloria Males, Ext 108

For all other issues, other than the above, please ask for your Property Manager, Leslie Stachowski, Ext 127.

We ask that all reports of violation be put in writing to **Enchantment at Hamilton HOA, C/O Executive Property Management, 4-08 Towne Center Drive, North Brunswick, NJ 08902.**

**DO NOT INCLUDE ANY CORRESPONDENCE WITH YOUR MONTHLY MAINTENANCE PAYMENT. THIS IS RECEIVED AT A LOCK-BOX AT BANK OF AMERICA AND IS NOT FORWARDED TO MANAGEMENT.**

## COMMITTEE REPORTS

### Architectural Control Committee

#### **Current Issues**

**Patios** - The Board has potentially resolved the issue of patio construction and the ACC has created guidelines for their construction and content.

**Screened Porches** – Guidelines are being developed and homeowners will be able to construct screened porches at Enchantment.

**Landscaping** – Please request your applications from EPM @ 732-821-3224. According to the guidelines in the Public Offering Statement there are established procedures and regulations for planting.

### Covenants Committee

The Covenants Committee met several times and drafted a preliminary set of general rules and regulations consistent with those published in the Enchantment at Hamilton Residents' Handbook and Public Offering Statement. We will also meet with the Clubhouse and Recreation Committees to assist them in drafting rules and regulations. All proposed rules will be submitted to the Board and upon their review and approval, will be published into one handbook.

### Finance Committee

The Finance Committee reviews financial statements and budgets of the Homeowner's Association and makes recommendations to the Board of Trustees via its Liaison, Anthony Abruzzo

Currently the Finance Committee is working on two objectives: Cost Containment and Review of Reserves. Each objective will ensure that we, at Enchantment, enjoy all the amenities we have at the lowest possible cost to each homeowner long into the future.

In the area of cost containment we have reviewed the lawn/snow service contracts and recommended that an alternative contractor be selected. The new contractor has committed to a significantly lower price. Given the contractor change and price we hope everyone's expectations will be satisfied.

We will be reviewing the reserves to determine whether they will adequately provide for the replacement of equipment and facilities such as the clubhouse roof, sidewalks, etc. Reserves that are properly maintained eliminate the need for Special or Emergency Assessments.

### HOA Budget

For 2005, we had a negative ending balance of \$32,909. However, we do have \$23,493 in our long term reserves. Big ticket items over budget were lawn service and snow removal by \$24,237 and \$21,683 respectively. RDG has been providing a subsidy and is planning to continue it this year. The Finance Committee is working hard to try to balance the budget for 2006. They are also working on a mission statement. It will be ready for the next newsletter.

### Clubhouse Committee

We are just six short weeks away from the planned grand opening of our new clubhouse. In preparation, the Board of Trustees and the Clubhouse Committee are working diligently to bring about a smooth transition from the builders to the residents at-large.

The Clubhouse Committee is developing specifications for janitorial and cleaning services. It is also evaluating computer software for the scheduling of clubhouse activities.

All residents will be supplied key fobs that will allow them entrance into the building. The committee is beginning to develop clubhouse rules and regulations and has contacted other age-restricted communities to glean from their experiences.

The Clubhouse Committee's focus is on having everything coordinated so that, when the clubhouse is finally opened, it will be a place for fun, frolic, entertainment and sociability.

If you would like to know more or would like to become involved in a clubhouse subcommittee, please contact Lee Levitt @ 585-2256.

### Social Committee

The Social Committee meets regularly on the second Monday of every month. The committee successfully planned and held the first Annual Enchantment at

Hamilton Holiday Party on December 4, 2005. Under way for 2006 is the Mystery Dinner Theatre scheduled for April 1. The committee continues to solicit ideas and investigate possibilities for future events. If you are interested in assisting the committee, please contact Kathy Woolston @ 609-585-7877.

## CALL FOR VOLUNTEERS

At present, most of our Committees have a full contingent of **voting members**, but a few need more. Included is a brief description of each Committee.

The following Committees still need members:

**Recreation Committee** needs 3 more members. Please contact Jerry Oehlmann @ 323-4000.

**Covenants Committee** needs 2 more members. Please contact Tony Gambino @ 581-1648.

**Architectural Control Committee** needs 1 more member. Contact Tony Abruzzo @ 585-2990

**Clubhouse Committee** needs 1 more member. Please contact Lee Levitt @ 585-2256.

All committee **voting members** are appointed by the Board of Trustees, and are requested to sign a confidentiality agreement.

In addition to committee voting members, all committees could use **additional help** to work on special projects, subcommittees, or just to serve as general support, so don't hesitate to step up and lend a hand.

Committee contacts are:

Architectural Control – Tony Abruzzo 585-2990

Judiciary – Ted Furman 585-3720

Covenants – Tony Gambino 581-1648

Finance – Anthony Scalcione 890-8740

Clubhouse – Lee Levitt 585-2256

Recreation – Jerry Oehlmann 323-4000

Social – Kathy Woolston 585-7877

## **ENCHANTMENT AT HAMILTON HOMEOWNERS ASSOCIATION, INC. Summary of Committees**

**Architectural Control Committee.** Consists of 3 Members appointed by Board. Each Member serves for a term of one year. The Architectural Control

Committee ("ACC") makes recommendations on the design, appearance, use and maintenance of the Common Property, the exterior of all Buildings located upon the Community, and all roadways, parking areas and landscaped areas in accordance with standards and guidelines contained in the Declaration or Bylaws or otherwise adopted by the Board.

**Judiciary Committee.** Consists of between 3 and 5 Members appointed by the Board. Each Member serves for a term of one year. The Judiciary Committee provides for the alternative resolution of disputes between Members, tenants, the Board or any combination thereof by hearing complaints brought by any such Member, tenant, or the Board.

**Covenants Committee.** Consists of between 3 and 5 Members appointed by the Board. Each Member serves for a term of one year. The Covenants Committee assists in establishing Rules and Regulations in addition to those prescribed in the Governing Documents; assists the Board in the enforcement of Rules and Regulations; reviews sample rules/regulations provided by Board's liaison in order to establish rules in addition to those in the Governing Documents.

**Finance Committee.** Consists of between 3 and 5 Members appointed by the Board. Each Member serves for a term of one year. The Finance Committee, at the request of the Board, conducts research and performs limited tasks applicable to the Association's finances including, but not limited to available investment opportunities, budgeting, assessments, reserves, mortgages, and financing special projects; assists the Board in planning and administering a sound fiscal program; reviews the budget and investments each year and makes recommendations to the Board for the next fiscal year; and provides a report to the Board as requested.

**Clubhouse Committee.** Consists of between 3 and 10 Members appointed by the Board. Each Member serves for a term of one year. The Clubhouse Committee schedules and oversees activities which take place in the Clubhouse; approves requests for those recurring activities or events which have been already approved in writing by the Board; brings

any requests for new or non-recurring activities or events to the Board for review and approval/denial; provides a monthly report, including schedule of activities and events, to the Board; advises and assists the Board in developing and administering an ongoing program to preserve, maintain and improve the Clubhouse facilities; and oversees the rentals of the Clubhouse.

**Recreation Committee.** Consists of between 3 and 10 Members appointed by the Board. Each Member serves for a term of one year. The Recreation Committee schedules and oversees activities which are sponsored by the Association; approves requests for those recurring activities or events which have been already approved in writing by the Board; brings any requests for new or non-recurring activities or events to the Board for review and approval/denial; provides a monthly report, including schedule of activities and events, to the Board; works with the Clubhouse Committee on any activities or events which are within the duties of both the Clubhouse and the Recreation Committees; assists the Board in promulgating rules for use of the recreational facilities; establishes recreational activities and tournaments inside and outside of the Clubhouse, including but not limited to, cards, billiards, bocce, tennis and horseshoes.

**Social Committee.** Consists of between 3 and 10 Members appointed by the Board. Each Member serves for a term of one year. The Social Committee schedules and oversees activities which are sponsored by the Association; approves requests for those recurring activities or events which have been already approved in writing by the Board; brings any requests for new or non-recurring activities or events to the Board for review and approval/denial; provides a monthly report, including schedule of activities and events, to the Board; works with the Clubhouse Committee on any activities or events which are within the duties of both the Clubhouse and the Social Committees; and assists the Board in developing, organizing and operating social activities.

## ACTIVITIES;

### ONGOING EVENTS:

**Poker Night** – Ray Roth - 581-4811

**Ladies Movie Night** - Every Weds. - Arlene Roth @ 581-4811

**Breakfast at Paneras** - First Tues. of month at 9:30 AM - Camille Hoffman @ 581-3633

**Morning Book Club** - Third Tues. of month at 9:30 AM at Barnes & Noble - Tessie Bartolino @ 581-1590

**Evening Book Club** - Bobbie Guseman @ 585-5804

### UPCOMING EVENTS:

**APRIL 1 – Murder Mystery Dinner at the Cock ‘n Bull in Peddler’s Village, Lahaska, PA**

Contact Arlene Roth @ 581-4811

### **Newsletter future:**

For the next few issues, our Newsletter Committee is going to try this on our own. We are planning to publish every other month. We want to keep it in-house and provide important, basic information and updates that nearly all residents are interested in at first. However, we are also considering turning over this ongoing task to a publishing company which will do it at no cost to the Association, but which will charge a fee for ads. If you know of a local business or enterprise, or if you have a preferred vendor or contractor that might want to advertise in our newsletter in the future, have them contact Bernadette Rooney – 838-2339.

**Web Site:**

We need volunteers with web site development experience. Currently Tony Abruzzo owns enchantmentnj.com. People have asked about having a web site and we could use some help to move forward. Please contact Tony Abruzzo at 609-585-2990.

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*This newsletter was developed and distributed by residents of the Enchantment at Hamilton Community.*

Ron Woolston – Liaison

Staff – Tessie Bartolino, Geri Cipullo, Sandy DeMaskey, Peter Peroni, Bernadette Rooney