



WELLINGTON CROSSING NEWSLETTER

February 2010

Volume 3, Issue 2

“A” and “B” Trustees’ First Open Meeting

On January 27, 2010 at the Clubhouse, the Wellington A and Wellington B trustees had their first monthly open meeting. Each agenda included approval of the last meeting minutes, the Treasurer’s Report, the Property Manager’s Report, a discussion of Old Business, a discussion of New Business, Adjournment of the formal meeting, Open Forum. The Wellington A meeting was called to order by Rich Griffin at 6 pm. The meeting adjourned at 6:25 p.m. Trustees went into Executive Session for the remainder of the time. From 7-8 p.m., “A” and “B” trustees held an Open Joint Board Meeting to discuss common issues. Wellington B homeowners attended their Wellington B Open Meeting from 8-9 p.m.

Refer to *The “A” and “B” Trustees at Work* for details.

Transition Study Questionnaire

Reserve Advisors, Inc. contracted with our Executive Boards to conduct a Transition Study for Wellington Crossing A and B identifying construction defects pertaining to the Common and Limited Common Elements and their remediation costs.

On or about January 16th, homeowners received in their mailbox a questionnaire for their visual part of the physical observation of Common and Limited Elements of the Wellington Crossing property.

The Trustees thank homeowners for following through and returning the form by January 29, 2010 using the self-addressed stamped envelope provided by Crowninshield, by placing it in the mailbox at the clubhouse, or by depositing it in the drop box provided in each mid-rise building’s lobby.

Making Wellington Crossing Ours

Since assuming the role of trustee, “A” and “B” elected officers have focused on specific duties. Trustees have begun to methodically analyze and review condominium document language. Complying with the trust agreements, they are making group decisions that place people and processes in place that will support the overall Wellington Crossing homeowner culture and quality of daily life. As with any committee of individuals, our ten trustees each bring a unique skill or expertise that complements the overall composition of experiences. As they work together, individual trustees are beginning to assume roles commensurate with their skills. Whether understanding the workings of the City of Waltham, interacting with businesses and suppliers, or coming together to work as a combined group, application of these skills benefit our community. As they continue to put contracts out to bid, interact with City of Waltham officials, gear up to support each other during unexpected community challenges such as the Building 6 water intrusion, or finalize the placement of infrastructure, personnel, and the use of amenities at the clubhouse, trustees will continue to attempt to provide results that reflect efficient and quality for our community.

Clubhouse - Dates Reserved:

Wellington B Trustee Meeting – 7 p.m.
Wednesday, February 17, 2010

“B” Homeowners are invited to attend. If any “B” homeowner wishes to discuss a specific issue with the Board, contact: office@wellingtoncrossing.com OR jmcnabb@crowinshield.com to be added to the agenda.

Wellington A Trustee Meeting – 6 p.m.
Wednesday, February 24, 2010

“A” Homeowners are invited to attend.

Update: Sprinkler Failure

The cleanup and restoration of the eight units in Building 6 that were damaged by the sprinkler system failure on Christmas Eve is complete. The developer recognized their responsibility under the building warranty and worked closely with the homeowners to repair the damage and minimize the impacts on each homeowner. The source of the system failure was most likely a problem with the slope of the "dry" pipe system in the Building 6 attic, and that has been corrected. In addition, Crowninshield Management on behalf of the Trustees has had all fire protection systems inspected by an independent company and we have a recommended list of improvements that we will undertake. None of these are considered high risk but are actions that will improve the system performance.

Thanks to all the homeowners impacted by the situation for their patience and cooperation during this difficult situation.

Jack Keating, Chairperson, Wellington Crossing "B"

The "A" and "B" Trustees at Work

- On Sunday, January 10, 2010, chairpersons and members of various Ad Hoc Committees informed Trustees of A and B of their committee accomplishments, suggestions, and recommendations for future service to the Wellington Crossing community. At the January 27 joint meeting, trustees formally activated the Communications Committee and the Social Committee with the Welcoming Committee as a subcommittee. At a previous meeting, trustees approved the existence of the Dog Committee.
- On January 13, 2010, trustees accompanied Reserve Advisors engineering specialists as they performed a visual inspection of the property's elements including identifying construction material specifications, assessing their current condition, and taking measurements to determine quantities for repair or replacement.

- Trustees and Crowninshield continue to monitor the snow plowing process during storms and to tweak it to provide the best plan to clear our Wellington Crossing property as they are made aware of the varied schedules of homeowners accessing our private roadways.
 - As the newsletter was going to press, Trustees had finished up preparing the Clubhouse for homeowner use by preparing the building security, purchasing computer software to provide individual identification access, creating a policy for general homeowner clubhouse use, hiring onsite personnel, defining fitness room rules, and establishing a rental policy for private functions. They appreciate our patience while this was being achieved. Jennifer was manually creating scan cards for the townhouse people and simulating the information on high-rise scanner cards for use when entering the clubhouse. The combination stove/microwave oven was still out for bid. A television set for the gym was in the process of being purchased. A mat for under the Universal machine was on order.
 - At the January 27 joint meeting, trustees approved the clubhouse rules and rental policy rules. Rentals will be booked through Jennifer at the clubhouse. Jared is to distribute the documents to homeowners.
 - Trustees have asked Mauro DeMaso to go through each building to note what needs repair in the common areas. He will then begin maintaining those areas starting with the oldest building and working his way around the community.
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Lobby Trash Cans in Garden Style Buildings

Please note that trash cans in the lobby areas are for paper goods and non-perishable items. Apple cores, banana peels, used coffee cups, and other food items should be disposed of elsewhere. Improperly disposed of perishable goods have the propensity to attract flies, vermin and other unwanted intruders; please help us maintain clean buildings.

Clubhouse Staffed and Open to Homeowners



Meet Jared McNabb

Property Manager



As your new manager I am enthusiastic to be working with such a beautiful and exceptional community. I have been with Crowninshield for six years and previously worked at a small management firm in the suburbs of Boston. As a graduate of Babson College in Wellesley and a designated Professional Community Association Manager (PCAM) by the Community Associations Institute I look forward to balancing a business background and sense of community at Wellington Crossing. I was the 2009 Community Associations Institute New England Chapter President and currently serve as the president of *CondoMedia* Magazine, a monthly publication devoted to condominiums, communities and common-interest living. I enjoy the outdoors, kayaking, fly-fishing and snowboarding.

We have a unique opportunity to start fresh in establishing policies and maintenance plans that ensure the longevity of your property. I look forward to working with the dynamic Boards, and establishing relationships with the residents of both Wellington Crossing A and B.

New to Wellington Crossing is the addition of onsite personnel at the property. It is our hope that Jennifer James in an administrator's role and Mauro DeMaso, in a maintenance capacity, will be the final element to the success of our community.

All work orders, questions, clubhouse reservations, document requests and general information is to be directed to Jennifer in the administrator's office. Jennifer is available by phone (781) 899-3325, fax (781) 899-2631, or email office@wellingtoncrossing.com.

Mauro DeMaso will be another visible presence around the property. Residents are kindly requested to respect that Mauro is not to be contacted or directly given work orders. It is important that these requests and directives are logged through the onsite office or property manager so that they may be properly tracked and to ensure their proper follow-up.

Welcoming New Onsite Staff

Jennifer James

Office Administrator



I am a Waltham native with over 13 years of Property Management experience. I am currently pursuing my Business Management degree through UMass Boston and in my spare time love spending time my two children ages 15 & 5.

I will be in the onsite office on Monday, Tuesday, Wednesday and Friday from 10 a.m. -3 p.m. and on Thursday from 3-7 p.m.

Mauro DeMaso

Maintenance Specialist



I graduated from Revere High School and attended Franklin Institute where I received my degree in Mechanical Engineering and Newbury College where I received my degree in Business Management. I was also listed in the Naval Reserve where I served active duty for two years. Following my tour of duty, I became employed with General Electric for the next thirty-two years working in the Plant Facilities and retired as a Senior Designer. After retirement, I pursued my passion in construction, acquiring my home improvement and construction supervisor specialty licenses.

A Peek at Our Clubhouse –

As of February 2010



The Great Hall



The Small Room



***Exercise
Equipment***



***Exercise
Equipment***

Are YOU accessible to the Internet?

Send your email address to wellingtongcrossing@gmail.com

Crowninshield Contact:

Jared McNabb
978-532-4800 x 214
jmcnabb@crowninshield.com

Onsite Contact:

Wellington Crossing Clubhouse
106 Clocktower Drive, Waltham, MA 02452
Telephone: (781) 899-3325 Fax: (781) 899-2631
Onsite Office Administrator: Jennifer James
Email: office@wellingtongcrossing.com

Mon., Tues., Wed. & Fri. 10 a.m. -3 p.m.
Thursday 3-7 p.m.

*All work orders, questions, clubhouse reservations,
document requests and general information are to be
directed to Jennifer.*

Wellington Crossing “A” Trustees

Richard Griffin, Chair	richardtgriffin@gmail.com
Peter Donovan, Vice Chair	J62378@aol.com
Peter Monahan, Treasurer	woodchuck204@gmail.com
Sidney Hudig, Secretary	sidahudig@hotmail.com
Robert Cappadona, Director	bob@cappadonainurance.com

Wellington Crossing “B” Trustees

Jack Keating, Chair	Jake23020@hotmail.com
Anthony Tortorella, Vice Chair	fatherpater@verizon.net
Chuck Keefe, Treasurer	keefech@hotmail.com
Katherine Bleyl, Secretary	Katherine.bleyl@sanofi-aventis.com
Barbara Carlin, Director	Barbara.Carlin@gdc4s.com

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This month’s newsletter was brought to press by:

Barbara Carlin, Marjorie DUBY
Jack Keating, Rich Griffin, Jared McNabb