



WELLINGTON CROSSING NEWSLETTER

December 2010

Volume 3, Issue 12

The “A” and “B” Trustees at Work

- Transition Study – update from last month:
 - General Items: Pulte has completed nearly all of the general repairs that were recommended in the Transition Study. Only one item remains to be handled: reconfiguring downspouts at some of the mid-rise building entrances.
 - Retaining Walls: Pulte has completed the adjustments to the retaining wall located adjacent to the service road behind Buildings 2 and 3 and reinstalled the guardrail. It is expected that the street light will be reinstalled in the near future completing the work at this wall. Pulte is continuing work on other retaining walls as recommended by the engineering firm commissioned by Wellington Crossing Trustees. The City of Waltham continues to hold a bond from Pulte until all work recommended by our engineering firm is completed: this is a great motivator for Pulte to complete the work in a timely manner.
 - Sprinkler Systems: Inspections of the systems started in November and continued into December. The inspections checked that our systems are installed and functioning correctly. Trustees will be receiving the results of the inspections as well as a report of adjustments needed. Pulte will be provided a copy of the report and if any installation related issues are found, reimbursement from Pulte for work related to these installation issues will be pursued.
- Updating of Trust Documents:
 - Homeowners in A: This will be done in a two-part process given that the current Declaration of Trust requires at least 71% of the voting power to amend the document. Therefore the first mailing with ballot will be for the attorney’s recommendation to reduce the required voting power to at least 51% of the voting power to make amendments to the Declaration of Trust: this would then be in agreement with the B Declaration of Trust. Trustees of A have decided to have Crowninshield send the first mailing/ballot shortly after the New Year.
 - Homeowners in B: A mailing to homeowners in B was sent in mid November with the recommendations from the attorney for updating the documents, Trustees’ recommendation on each item, ballot and self-addressed/stamped return envelop. A big thank you to homeowners who have already returned their completed ballot to Crowninshield. Homeowners who have not completed and returned your ballot to Crowninshield, please do so today to avoid the expense of a repeat mailing.
 - **Note that an original signature is required on your ballot.**
- 2011 Annual Budgets (one each for A and B): Trustees of A have approved and presented the 2011 budget to homeowners in their November meeting. Trustees of B are reviewing financial information from previous years (the first full year for Wellington B) and decisions will be made and communicated soon regarding the 2011.
- Master Insurance Policy: Trustees of Wellington B reviewed and approved the annual master insurance policy. We are remaining with MiddleOak Insurance (broker Rodman Insurance) with the new policy in effect for one year as of December 5, 2010. The policy terms are the same as the previous annual policy. Homeowners who want or need a copy of the policy are asked to contact Rodman Insurance at www.rodmanins.com or 781 247 7800.

The “A” and “B” Trustees at Work (continued)

- Storm Water System: Trustees have received the report from the October inspection of the storm water system including retention pits along with proposals for the needed repairs. A contract has been signed for the repairs to be handled.
- Annual Financial Audit: Trustees have engaged a financial firm to perform the 2010 required financial audit.
- Clubhouse Updates:
 - Automatic Door Opener for Main Clubhouse Entry Door: An automated door opener has been installed on the main front door of the Clubhouse. This is an improvement for all who have struggled with the door.
 - Kitchen: A garbage disposal has been purchased and there are plans for it to be installed under the sink by the date of issuance of this newsletter. Space will then be evaluated to determine if a kitchen cabinet under sink will be installed. The disposal will be useful for social events and rentals.
 - Elliptical Cardio Machine: A request has been made recently for an elliptical exercise machine to be purchased for the gym. A determination will need to be made if we have the financial resources and space in the gym for this as the “footprint” is about the same as the treadmill.
 - Trustees approved the purchase of a decorative holiday wreath for the front main Clubhouse window.
 - There were four rentals in November.
- Plans for Snow Removal: Waverly Landscaping has been contracted for snow removal for the upcoming season. They have prepared the community with the installation of color-coded sticks to aid them in the removal of snow.
- Recycle Barrels: Trustees recently approved the purchase of additional recycle barrels and it is expected that these will be on-site and in use in the upcoming weeks.

Katherine Bleyl, Building 6

Crowninshield Management Company (CMC) Corner

Maintenance:

- The general repairs in the common areas of the mid-rise buildings are continuing: this includes patching “dings” and holes, repairing chair rails, taping settlement cracks and painting repaired areas. Maintenance has completed the work in Buildings 1, 2, 3 and 5. Work in Building 5 has been handled out of sequence at the request of several homeowners in that building. Tiles have been ordered to replace one that is broken in Building 5 with the remaining in the box to be retained in supply for future needs. At the moment, maintenance continues working in Building 4. Upon completion in Building 4, maintenance will make the general repairs in Building 6 then restart the sequence with Building 1.
- Building 4 has an ongoing problem with pet odor in the entry and lobby areas which has required replacement of the entry way mats, professional cleaning of the tile and grout in the entry way and professional cleaning of the carpet in the lobby near the elevator. Pet owners are reminded that they are responsible for their pets.
- Waverly Landscaping has prepared the property for the winter with final Fall cleanup done, sprinklers turned off and evacuated of water and color-coded stakes placed through out the property to assist with snow removal. Pet owners, note that there are stakes to help provide access to the doggie pots.
- Primo Electric has mapped the street lights and other common area lights throughout the complex. Also they have addressed issues with street lights near Buildings 4, 5 and 6 and on Clocktower Drive as well as individual lamp posts with a reported issue. Residents are asked to contact the on-site office if issues with street lights are noted.
- Frank’s Heating has completed seasonal maintenance on the common area heating systems.
- Pulte completed work on the siding of Building 5 to address an issue of water intrusion.
- A maintenance contract for carbon monoxide vents in the Wellington A common garages is being arranged.
- The snow removal policy has been posted on the pedestrian entrances to the mid-rise buildings. Please familiarize yourself with the policy. Crowninshield and your Trustees ask for your consideration and compliance.

Crowninshield Management Company (CMC) Corner (continued)

Other:

- Required annual in-unit safety alarm testing: this required testing has been ongoing for several months with the inspections conducted on a rotating basis across buildings.
 - The required annual inspections in Buildings 2 and 6 were conducted in November with excellent compliance by homeowners granting access to their units.
 - Unfortunately not all homeowners in Wellington Crossing have granted inspectors access to their unit: we have five units across Buildings 1, 3, 4 and 5 where no access has been provided. This is despite several attempts by inspectors (with homeowners notified in advance of the inspection dates) and a letter from the Crowninshield on-site administrative staff sent to the homeowners of units that the inspections have yet to be done explaining the importance of this inspection. The letter also stated that the City of Waltham Fire Department can and will grant access to any unit if needed noting a specific date when inspectors will be conducting the inspections. However, due to barking dogs, refusal of the occupant to allow entrance (1 unit) and an incompatible lock (1 unit), the inspections could not be completed. Trustees will determine how completion of the inspections can best be accomplished given it is an annual requirement and affects the safety of all in the building.
- Binders with minutes of open Trustee meetings are now in the on-site office and available for homeowners. The binders are to remain in the Clubhouse.
- Based upon feedback, call waiting has been added to the on-site office phone line.
- Homeowner and Pet Registration Forms: A few forms for A and B have not been returned despite at least three attempts by Crowninshield and Trustees. Follow up continues with owners where the forms are outstanding.
- Resident dog owners have been sent a letter with map of Wellington Crossing denoting the dog walking areas.

Katherine Bleyl, Building 6 (from information provided by Jared McNabb, Crowninshield)

**Calendar of Events
All Events in Clubhouse Unless Noted Otherwise**

December

15 th (Wed)	Wellington B Trustee Meeting 6:30 p.m.	23 rd (Thurs)	Game Night 6:30 p.m.
16 th (Thurs)	Game Night (including Bridge) 6:30 p.m.	24 th (Fri)	Balance and Exercise 10:00 a.m.
17 th (Fri)	Balance and Exercise 10:00 a.m.	27 th (Mon)	Balance and Exercise 10:00 a.m.
20 th (Mon)	Balance and Exercise 10:00 a.m.	30 th (Thurs)	Game Night 6:30 p.m.
20 th (Mon)	Book Club Member Get Together 6:00 p.m.	31 st (Fri)	Balance and Exercise 10:00 a.m.
22 nd (Wed)	Wellington A Trusting Meeting 6:00 p.m.	31 st (Fri)	New Years Drop-In 7:00 p.m.

Social Committee Update

Progressive dinner November 13th: Sixteen people participated in the progressive dinner rotating homes for the various courses. They enjoyed meeting new neighbors and going to different homes for a variety of appetizers, soup, salad and entrée with all gathering at the Clubhouse for dessert. All are looking forward to another progressive dinner in the Spring. Thanks Deb and Len for the idea.

New Year's Eve drop in/open house at the Clubhouse December 31st: If you have the opportunity, stop by the Clubhouse for a drop-in open-house with your neighbors. Bring your own appetizer and liquid refreshment. Watch your bulletin board for details.

Exercise class: A new six-week series of exercise classes started December 13th and with classes being held each Monday and Friday 10:00 – 11:00 a.m. (last class January 21st). Men and woman are welcome to join in the fun.

Dotti Donovan, Building 3

Communications Committee Update

Leonard Ansin has resigned from the Communications Committee. We all owe Leonard a big "thank you" for his leadership and dedication as Chairman of this committee in 2010. During this time, the Wellington Crossing website has undergone basic foundation design and the monthly newsletter has continued successfully.

A replacement chairperson for the Communications Committee is needed. The next committee meeting will be Monday, January 10th with subsequent meetings planned for the first Monday of each month. All homeowners are welcome to attend and participate.

During the December 1st meeting, an on-line demonstration of the Wellington Crossing website was conducted by Chris Balduino (Building 5) who has developed the site. It is obvious that Chris has the expertise in web design and has made great progress with our website. Thank you Chris for your efforts to date and I am sure that we will continue to call upon you for your expertise.

Len Ruthazer has agreed to be the permanent editor of the Wellington Crossing Newsletter. The newsletter issuance date will be changed to the first of the month starting January 1st, 2011.

Katherine Bleyl, Building 6

Newsletter Editor

As noted in recent issues of the Wellington Crossing newsletter, I will be stepping down as the interim editor. I noted in my first issue (May 2010) that my mission was to provide you with a timely newsletter with the news of the Wellington Crossing community. I remain with this resolve and plan to continue to generate the two columns "A and B Trustees at Work" and "Crowninshield Management Company (CMC) Corner" as I feel that these columns provide important information for all homeowners.

Thank you to those who contributed articles over the past eight issues and those who provided such positive feedback. And Committee Chairpersons, I know that I "bugged you" each month with a specific timeline to provide your committee reports. Now watch for those reminders from Len Ruthazer!

Katherine Bleyl, Building 6

Clubhouse Available for Rental Christmas Eve

A rental cancelation has occurred so if you are interested in renting the Clubhouse for Christmas Eve, please contact the on-site Crowninshield office administrator at 781 699 3325.

Crowninshield Contact:

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

All work orders, questions, clubhouse reservations, document requests and general information are to be directed to the Clubhouse Office Administrator.

Clubhouse Onsite Contact:

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

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

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