



**WINDMILL POND TOWNHOME ASSOCIATION  
January/February 2008**

**WISHING YOU AND YOURS  
A HEALTHY AND  
VERY HAPPY NEW YEAR**



**BOARD OF TRUSTEES**

The Association's Board of Trustees is currently comprised of the following owners:

Alison Deeb.....President  
aadeeb@optonline.net

Tom Farkas.....Vice-President  
tfarkas@  
educationalfurnituregroup.com

LaVerne Wolfanger....Treasurer  
laverne.wolfanger@verizon.net

Don Nelinson.....Secretary  
dannelinson@optonline.net

Paula Robb.....Asst. Secretary  
probb@optonline.net

**MONTHLY  
BOARD OF TRUSTEES  
MEETINGS**

The Board usually meets the last Tuesday of every month at 8:45 AM in the Florham Park office of Integra. If you plan to attend or want the Board of Trustees to discuss a topic please contact:

Integra Management Corp.  
75 Brooklake Road  
Florham Park, NJ 07932  
973-377-2515

**Upcoming Meetings\***

**January 8  
January 29  
February 26**

\*Meeting dates, times and locations are subject to change. Please call 973-377-9117 to confirm.

***Attention: Red Fox Sightings***

A number of residents have reported seeing a red fox(s) in the neighborhood.



A medium-sized canid with a large bushy tail, often tipped in white. Ranges in color from grayish and rust red to a flame red, usually reddish-brown. Adults measure 35-45 inches in length from nose to tip of tail and weigh between 12 and 18 pounds. Generally moves at dusk and dawn, though may be active in mid day. Fox use a variety of habitats for dens, including abandoned holes dug by other animals. Diet is varied, though it often includes small mammals and birds.

Nuisance Concerns: Fox are a nuisance and have been known to kill small pets. They have also been known to steal pet food left outside for outdoor pets and may carry rabies.

**COMMUNITY BULLETIN BOARD**

Experienced Mah Jongg players wanted for weekly evening game. Please call (973) 998-0005.

Have anything newsy or noteworthy you'd like to share? Email it to the editor at [probb@optobline.net](mailto:probb@optobline.net) and we'll be sure to include it in the next issue.

**FYI:**

**Attention New Owners**

When purchasing your home, the seller should provide two Associations documents: *The Bylaws* and *Declaration of Covenants and Restrictions*. If you have not received them, your attorney should contact the seller to obtain these important documents.

**Attention All Residents**

Please make certain that management has up-to-date home and emergency contact information on file. Please call (973) 377-2515 to provide this important information.

**Home Improvements**

Before beginning any home improvement project in or around your unit, you must get the proper approval from the Town Zoning and/or the Building Dept. For all improvements to the exterior of your unit, *including landscaping*, please send a written request with a drawing to the Board of Trustees before work commences. Please allow time for the Board to review your request.

**Lights On For Security**

If you drive at night, you will notice that Windmill Pond is poorly illuminated. An inexpensive and effective way to increase our lighting is to turn on the outside front lights from 6:00 PM to 6:00 AM. This can be done manually or by using a timer. Extra lights means extra security for all of us, especially in case of an emergency (police-fire-ambulance) when locating a home quickly is important.

**NEIGHBORS SUGGEST  
CREATIVE STORAGE SOLUTIONS**

When the things in your home start crowding in around you, it's time to come up with some creative storage solutions. Don't be afraid to think "out of the box". You're the only one who has to know where everything is stored.

- A cedar chest can be used for blanket storage. If you don't have enough cupboard space for blankets, and they all fit nicely in the chest. The chest also doubles as a coffee table in the living room. The blankets are easily accessible and can easily be folded up and put away at a moment's notice.

- A neighbor found an old apple crate (fruit labels still attached) with a shelf built into it at a yard sale for about \$5. The crate is a great storage area for books and doubles as a nightstand.

- An old china cupboard displays dishes that you don't want to hide away in the kitchen cupboards and also provides extra storage space for linens and silverware. This cabinet was found neglected in grandma's basement and was brought back to life with a little sanding and new paint. It is now a beautiful addition to our dining room.

- Large plastic containers are great for organizing kids' rooms. My daughter had a lot of "stuff" stashed all over her room, and we gathered it all up and put all her arts and crafts supplies in one big container, and her writing materials in another. Homework is organized in a plastic container set up as a file organizer, organized by subject.

- Organize seasonal decorations in large plastic containers. Plastic wears better than cardboard and if you buy similarly sized containers, they will stack easily and be easy to store.

- A long, flat under-bed plastic storage container is great for organizing holiday gift wrap. With the wrapping paper, I store scissors, tape, gift bags, ribbon, bows and extra cards. This container fits perfectly under one of our living room couches and all my gift-giving supplies are together in one place!

- Shop for furniture that doubles as extra storage space. We bought a cabinet for a 55 gallon aquarium and the entire bottom part of the cabinet is open for approximately six feet of additional storage space.



**Freezing Pipe Prevention**

To help prevent pipes from freezing you should consider doing the following:

1. Close all vents in the crawl space and pack them with insulation.
2. Block any vent areas without louvers using rigid styrofoam.
3. Turn off water valves in the crawl space (this is usually located in the ceiling - hang a ribbon around each one for identification.)
4. Remove all garden hoses and open all outside spigots to drain pipes.
5. Purchase an outdoor faucet cover to keep out cold air in each spigot.(a ziploc freezer bag wrapped securely around the spigot is also effective).

**Recycling Reminder**

Please use a recycling bin with a cover. On windy days, plastic bottles and containers scatter in the street and the DPW will not pick them up.

**Water Heater Replacement**

PSE&G reminds us that a water heater replacement may be necessary if:

- Your water heater is over 10 years old.
- Your showers are not hot.
- Your water heater is making noise due to excess mineral deposits.
- Your tank is leaking water.

Contractor: Woodland Tree and Landscape Co.

Plowing Minimum Snow Fall: 2 inches (or as specified by the association)

Order of Plowing:

While snow is falling: Perimeter Road  
Courts

When snowfall ceases: Courts  
Driveways  
Common Parking Areas

Walkway Shoveling: Minimum Snow Fall: 2 inches

Calcium Chloride applied after shoveling (if required)

De Ice Application (Salt): Roadways and parking areas as needed

To assist the contractor, *please keep outside lights on during evening snowfall*. All roads must be kept clear during snowfall; parking is restricted to garages, driveways and common parking areas only.

**No Parking** - The following areas will be used to store excess snow and/or snow removal equipment:

- Small parking area on Guy Court
- Small parking area on Lynn Court
- Parking area on Windmill Drive (at Erskine Drive)
- Parking area on Collins Drive (between Carolyn Court and Windmill Drive)

**Recipe of the Month**

Prepare a vitamin-packed breakfast, lunch or practically anytime snack that you can enjoy--on the run. These pumpkin smoothies fit the bill.

Pumpkin Smoothies

- 1/2 cup canned pureed pumpkin
- 3/4 cup milk or vanilla yogurt
- 1/4 teaspoon cinnamon
- 1/8 teaspoon nutmeg
- 2 teaspoons. brown sugar
- 4 ice cubes
- whipped cream (optional)

Place all ingredients in a blender. Blend until smooth. Pour into 2-3 cups. Serve with a small amount of whipped cream on top.

Source: <http://www.seedsofknowledge.com>

## WHO IS RESPONSIBLE FOR WHAT?

One of the major attractions to condominium ownership is a desire for **fewer maintenance and repair responsibilities**. When faced with a repair, we often assume that the Association will take care of it, only to find out (to our dismay) that the repair is the owner's responsibility.

To clarify the issue of *WHO IS RESPONSIBLE FOR WHAT?*, Tim Clewell, Regional Managing Director for Integra, created this 2-page *comprehensive checklist* to help us avoid some of the confusion as to who is responsible for which repairs.

### Windmill Pond Townhome Association Component Responsibility Checklist

Description of Item(s)	Association Responsibility	Owner Responsibility
<b>Unit Structural Components</b>		
Foundations, Slabs, and Footings		•
Lally Columns		•
Girders/Beams/Roof Trusses/Floor and Ceiling Joists/Wall Studs		•
<b>Unit Components</b>		
Roofs—Shingles/Sheathing/Flashing	•	
Gutters/Downspout/Underground Leaders	•	
Exterior Building Surfaces—Siding/Trim	•	
Soffits	•	
Exterior Drip Caps and Flashings	•	
Exterior Wall Sheathing/Vapor Barrier		•
Window Units—Sill/Frame/Glass		•
Exterior Door Units— Frame/Jamb/Handle/Lock/ Kicker/Weather Stripping		•
Storm Doors		•
Interior Doors		•
Party Walls		•
Sunrooms		•
Skylights		•
Deck Maintenance, Staining, and Replacement	•	
Deck Cleaning		•
Rear Wooden Stairs and Rails	•	
Garage Door and Opener		•
<b>Site Improvements</b>		
Roadways and Parking Areas	•	
Driveways	•	
Concrete Walkways	•	
Paver Walkways	•	
Front Stoops	•	
Landscape Maintenance—Beds/Lots/Common Areas	•	
Planting Replacement—Bed Areas/Lots		•
Planting Replacement—Common Areas	•	
<b>Utilities</b>		
Main Water and Sewer Lines (serving more than one unit)	•	
Heating Ventilating and Air Conditioning Systems		•
Plumbing Systems—Water and Sewer (serving the unit exclusively whether located inside or out, up to and including the curb shut-off)		•
Electrical Systems (serving the unit exclusively whether located inside or out)		•
Sump Pumps and Drain Lines (to the point of entry into the underground drainage system)		•

**Windmill Pond Townhome Association**  
Component Responsibility Checklist

<b>Fixtures and Appliances</b>		
Mailboxes and Posts	post office	post office
Streetlights and Site Lighting	•	
Exterior Lighting Fixtures (serving the unit exclusively)		•
Flues—Furnace/Bathroom/Water Heater		•
Chimney Flue and Cap		•
Chimney and Chase Cover	•	
Dryer Venting		•
<b>Services</b>		
Snow Removal from Roadways/Driveways/Stoops/Walkways	•	
Window Cleaning (Glass and Frames)		•
Exterminating—Harm Causing Insects (bees, wasps, hornets) located on or in the exterior building surfaces	•	
Exterminating—Wood Destroying Insects (carpenter ants, termites, carpenter bees)		•
Exterminating—Small Animal Control in the Units or on the Lots		•
Exterminating—Small Animal Control on the Common Property	•	
Painting and Staining all Building Components	•	
<b>General</b>		
All other Unit systems, structures, elements, appurtenances, and improvements which are not listed here		•
<p><b>Important Note</b>—In accordance with the Association's Declaration of Covenants and Restrictions, <i>all</i> exterior changes are subject to the prior authorization of the Association's Board of Trustees.</p>		

**TRUE MARKETING ERRORS**

Below are examples of what happens when marketing slogans get “lost in translation”.

Clairol introduced the "Mist Stick," a curling iron, into German, only to find out that "mist" is slang for manure.

The American slogan for Salem cigarettes, "Salem-Feeling Free", was translated into the Japanese market as "When smoking Salem, you will feel so refreshed that your mind seems to be free and empty."


When Gerber started selling baby food in Africa, they used the same packaging as in the US, with the beautiful baby on the label. Later they learned that in Africa, companies routinely put pictures on the label of what's inside, since most people can't read English.

An American T-shirt maker in Miami printed shirts for the Spanish market which promoted the Pope's visit. Instead of "I saw the Pope" (el Papa), the shirts read "I saw the potato" (la papa).

Pepsi's "Come alive with the Pepsi Generation" translated into "Pepsi brings your ancestors back from the grave" in Chinese.



Acceptance of advertising in this newsletter does not constitute an endorsement of the products or services by Windmill Pond Townhome Association, its Board of Directors or Integra Management.



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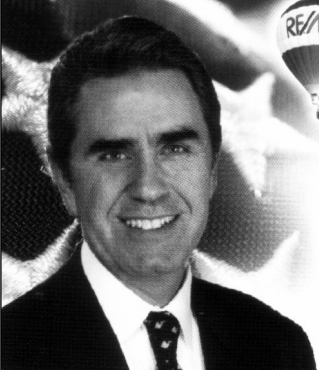



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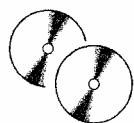
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