



# VILLAGE ONE VOICE

Vanderhaven Farm Condominium Association

August 2019

## BOARD OF TRUSTEES

President	Anne Newkirk
Vice President	Chris Paparteys
Secretary	Matt Ellis
Treasurer	James O'Donnell
Trustee	Dan Fine
Trustee	Dana Rohmann
Trustee	Jordana Zirpolo

## COMMITTEES

*All committees are seeking additional members.*

**ADR** Active

Architectural Control - James O'Donnell

Grounds - James O'Donnell

## WEBSITE

[www.vanderhavenfarm.com](http://www.vanderhavenfarm.com)

## MANAGEMENT

Midlantic Property Management

Phone: 908-707-0760 Fax: 908-722-6966

### Office Hours:

**Mon., Tue., Wed., Fri. 8:30 a.m. - 3:30 p.m.**

**Thursday 9:30 a.m. - 6:00 p.m.**

Should you have an emergency after hours call (732) 828-7200. Please use this number for true common area emergencies only.

## MEETINGS

Board Meetings are held on the third Thursday of the month, unless otherwise posted at the mailbox stations. Anyone wishing to have an issue placed on the agenda must request it in writing and supply Management with the necessary paperwork by the Thursday before the meeting. The next Board of Trustees Meeting is scheduled for Thursday, September 19, 7:00pm at the clubhouse. Please feel free to join us in the Clubhouse for our meetings!



## The Next Board of Trustees Meeting Will Be On September 19<sup>th</sup> at 7:00 PM

Please make a note of this on your calendars! We would like to see more homeowners participate in these meetings, as it helps us get a better idea of where we could be doing more for our community. Feedback of any kind is greatly appreciated! Feel free to come down, voice your opinions and offer suggestions.

## Annual Election To Be Held October 17<sup>th</sup>

If you are interested in running for the Board please submit to the Property Manager by September 12<sup>th</sup>, 2019 a brief bio and explanation of why you would like to join the Board. You must be a homeowner in good standing to be eligible for a position on the Board at Vanderhaven Farm. Board members are required to attend meetings. If you plan to run for the Board, you must be able to attend the Annual Board Meeting on October 17<sup>th</sup>. If you are not planning to run for the Board but will be available on that day, our association is looking for two volunteer homeowners to count the ballots. Please get in contact with the Property Manager to volunteer for this.

Vanderhaven Farm is run by a small council of people who constitute the Board of Trustees. The responsibility of any Board member is to dedicate their time and help push the community in a positive direction. Moreover, Board members must be objective and sincere when decision making. Board members have the authority to implement serious changes within the community, so if you are looking to make a difference here at Vanderhaven, please consider running for a position.

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**The qualifications required to run for a position are as follows:**

- You must care about maintaining and improving the standard of living at Vanderhaven Farm.
- You must be actively looking to increase the property values of your unit, and the surrounding units.
- You must be a homeowner in good standing.
- You must be able to attend the monthly Board meetings at the clubhouse.

Please run for a spot on the Board and please vote!

Be the change you wish to see and get involved!

Contact the Property Manager at (908) 707-0760 or send an email to [demetrisz@mpm-nj.com](mailto:demetrisz@mpm-nj.com) if you have any questions and/or would like to run for a position on the Board.

## **Bridgewater Police Department Non-Emergency Line**

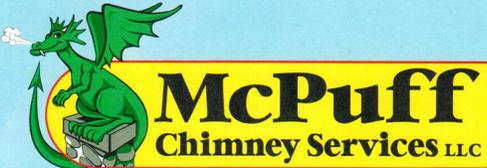
Throughout the last few weeks, there has been an increasing number of solicitors coming into the community. In addition to solicitors, there has also been a spike in the reports of fishers near the pond. Homeowners may call the Bridgewater Police department non-emergency line when they see this type of activity. The number to dial is 1-908-722-4111 then dial extension 0 for police assistance.

## **Roofing Project: Phase III Update**

The Third phase of the community roofing project has been completed! Accidents do happen during large scale projects like this and could cause damages to your unit. In the event of an issue like this, please reach out to the Property Manager. He will contact Lemus Construction and inform them of any potential damages, so that the proper repairs can be made. If you experience any leaks in your roof moving forward, please report the leak to the Property Manager and attach pictures. If the leak is deemed a result of the roofing project, the Association will have Lemus Construction come out for repairs.

## **Smoking Restrictions**

Smoking is strictly prohibited within the confines of the pool and the pool entrance and playground areas. Any resident or guest of a resident found smoking in these areas will be asked to leave the premises immediately. Non-compliance will result in a fine. In addition, all cigarette butts must always be disposed of in a proper receptacle. Do not throw lit or unlit cigarette butts in the shrubs (mulch) beds or lawn areas. Failure to comply will result in fine. This presents a fire hazard and endangers everyone around you. Please be considerate to those who share the common space with you.



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## Pool Season Information

There are daily guest passes available for \$2.00 each and seasonal passes available for \$20.00 each (strictly by check). Any guests who are just visiting for the day, must purchase a daily pass if they plan on using the pool. You can pick up these guest passes at the management office. The pool opens at 10:00 AM and closes by 8:00 PM every day. On days with inclement weather, expect the pool area to be closed. If you are new to our community, please contact our property manager for information on how to obtain pool badges. Children under 3 years old are not required to have a badge. Please locate the sign-in book and enter your name, unit number, arrival time and number of guests on each visit. On weekends, there will be two lifeguards and one will greet all visitors upon arrival to check badges and ensure sign-in. On weekdays, there will be one lifeguard, so one resident from each unit will need to sign in for all accompanying guests; and, the lifeguard will temporarily close the pool periodically to ensure sign-ins and check badges.

## Recycling

- Recycling pickup date for August: 8/21
- Recycling pickup date for Sept: 9/4 & 9/18

## Power Washing Update

We are in the final stretch of the power washing project! So far, Pinhorn, the condos, and Doolittle have been completed, as well as the brick wall at the front of the entrance. CHM has initiated the final phase power washing on Brokaw Court. Try to keep your windows closed during power washing to avoid water damage to your unit. Remember, only the areas most affected by the algae will be washed. Once this project is completed the three-stage cycle will begin, which will include the entirety of the building. Each stage will contain a section of the community. Every year, one of these sections will be completed by CHM. If you have any concerns about your unit specifically, please reach out to the Property Manager for assistance.



## Landscaping Survey

Look out for the Landscaping Survey on our website! The Association will be adding the Landscaping Survey to the website, to create transparency for landscaping issues that may go unaddressed. The Survey will include a section for tree, grass and foundational issues. There will also be a written area to describe, in detail, what issues you are experiencing. The Association will then take your specific issue into account, and group it into a larger data pool. After the data is organized, the Association will attempt to group similar problems together, in an effort to solve multiple landscaping issues at the same time. If you have existing issues, print and fill out the Landscaping Survey. You can drop it off in the mailbox outside of the clubhouse or scan and email it to the Property Manager at [demetrisz@mpm-nj.com](mailto:demetrisz@mpm-nj.com).



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## Work Orders

We want to remind our homeowners and residents that if you notice an issue with something that our Association is responsible for, please report it to our management office. There is a system in place that organizes all the work orders in the community, which helps us keep track of everything that is ongoing and completed. As soon as the information is put into the system by our property manager, it is relayed to the respective contractor who is responsible. This helps both the manager and the contractors get their jobs done more efficiently. Speaking directly to contractors (including CHM) does slow things down a bit, so we recommend speaking to the manager directly.

### **Note**

Another important thing to note is that our website also has a tab in which you can send the property manager any issues with your unit that are the responsibility of the association. Go to the Vanderhaven Farm website at <http://www.vanderhavenfarm.com/>. Under the search bar, you should see a link entitled "More". After clicking it a few options will populate, choose the option that says maintenance request. Then, fill out a request and click submit. This will contact the property manager directly, and help speed up the process of getting a work order entered into the system. If you have any questions regarding the website and maintenance requests, please contact the property manager through email or phone call.

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## Clubhouse Rentals

Hosting a party for a holiday, birthday or an event?

Why not rent the Vanderhaven Farm clubhouse with 4 connected rooms: kitchen area, living room area, sitting room area and dining room area. The clubhouse boasts a gorgeous fireplace (for aesthetics only and not for use). There are 2 restrooms, one for men and one for women. The clubhouse has a maximum occupancy of 40 people as per township ordinance. Also, no alcohol is permitted in the clubhouse for insurance purposes.

Clubhouse rentals must be reserved at least 1 week in advance. In order to reserve the clubhouse, you must submit a completed application along with 2 checks payable to Vanderhaven Farm as described below:

- **\$100.00 non-refundable fee**
- **\$200.00 deposit.**

The clubhouse cannot be reserved until the deposited checks clear. An inspection is conducted before the clubhouse is rented. The maintenance staff cleans and prepares the rooms for each rental. The resident renting the unit must pick up the key on the Friday before the weekend of the party. If we are closed for a holiday, please be sure to make arrangements with the property manager to pick up the key in advance. Please do not call the Midlantic Property Management emergency number to rent a room. This number is used in the case of "true emergencies" such as fire or flood. If there is a fire or flood emergency, always call 911.

To place an ad, please call  
The Newsletter Shoppe  
908-903-0336  
or email [hilariej@optonline.net](mailto:hilariej@optonline.net)



## Modifications To:

Windows, Slider door, Storm door, Deck, Patio, and Dish TV.

**All modifications must have an application approved by the Board of Trustees.** You may download an application from the website at [www.vanderhavenfarm.com](http://www.vanderhavenfarm.com). The modification form can be located on the site under "Forms". All contractors must be licensed and have a certificate of insurance, proof of which must be submitted to the property manager along with the modification form. A sketch and description of materials being used must also be submitted with the application. For rules regarding window and door modifications, please refer to the resident handbook, which can be accessed through the Vanderhaven Farm website noted above. The Board approves all modifications at the meeting held once a month on every third Thursday. Forms must be submitted no later than one week before the scheduled Board meeting.

## Certificate of Liability Insurance

It has come to our attention that when homeowners are submitting a certificate of insurance for a modification, there is some confusion on what is required in the certificate holder box. On the certificate of insurance form, there is a box at the bottom left labeled certificate holder. What the association is looking for is Vanderhaven Farm Village 1 as the certificate holder, with the homeowner address written underneath. We specify it in this way to put the association as the certificate holder and the homeowner as the additionally insured.

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Again, this has caused some confusion and made things difficult for homeowners. By following these steps, homeowners will avoid having to resubmit the certificate.



## Parking Sticker Registration

Please remember that if you purchase a new vehicle, it is your responsibility to come to the clubhouse office and register the vehicle. Make sure to bring your license, registration and insurance card. The property manager will give you a form to fill out or you may obtain a form on the [Vanderhavenfarm.com](http://Vanderhavenfarm.com) website under "forms". You will be issued a new sticker that you must place on the backside of your vehicle's rear-view mirror.

The property manager regularly canvasses the property to monitor compliance with this rule. Vehicles that do not display the Vanderhaven Farm Sticker will be towed. Please be sure to register your vehicle. The property manager's hours are extended to 6 PM on Thursday nights if you need to stop by after regular work hours.

For additional sponsors, please visit our website  
[www.vanderhavenfarm.com](http://www.vanderhavenfarm.com)

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# New Jersey Department of Community Affairs (“NJDCA”)

It is important to follow NJDCA’s safety rules and codes as non-compliant behavior results in the assessment of fines to residents.

The NJDCA is a governmental agency that enforces certain rules and regulations in communities like our own. As a result of this, every 5 years they inspect our community to enforce those rules. Our last inspection was in 2014, which means that we will likely have an inspection in the coming months. Normally, there is a prior notice as to when the inspection will take place. Anyone who is not following the rules set forth by the NJDCA, will be susceptible to being fined. There are 2 inspections that will take place. The initial inspection will be to take account of anyone who is not following the requirements. Those homeowners will be notified that they need comply with any requirement they currently are no following. During the second inspection, if the homeowner has not complied with the requirement, they will then be fined. **The NJDCA operates completely independent of Vanderhaven Farm; therefore, any fines assessed by the NJDCA cannot be modified by or appealed to Vanderhaven Farm.** If you receive notice of a fine, you will need to remit payment as instructed within said notice. Any communication regarding an NJDCA fine will need to be directed to the NJDCA directly.

To easily avoid these fines, all you need to do is follow the NJDCA requirements. The requirements are mandated by New Jersey State law, and are listed below:

## 1. GRILLS:

Townhome residents: All grills must be 5 ft. from any combustible area, including:

- your exterior unit wall;
- the overhang soffit area (if applicable);
- fence; and
- any wood trim around the patio.

Lastly, if you have a wood deck, you can only use an electric grill.

Condo residents: you can only use an electric grill.

## 2. SMOKE AND CARBON MONOXIDE DETECTORS:

Smoke detectors and carbon monoxide detectors need to be tested on a monthly basis and the batteries must always be in working condition. Press the TEST button on each detector to make sure

it is functioning properly. The smoke detector must be hardwired as originally installed.

## 3. ADDRESS NUMBER:

Your unit number must be displayed on the front door of your unit.

If you have any questions regarding these requirements, please contact the property manager, who will provide information about these requirements. Homeowners are responsible for compliance with these requirements. Please be courteous to the inspector who conducts the inspection of your unit.



## Census 2019

Since the start of January 2019, the census form has been available. It must be completed by October 31<sup>st</sup>, 2019. We will assess a \$25.00 fine to your maintenance account if you do not complete this form within the given time frame. The census form is required every year by resolution. It helps our manager keep up to date with important information that needs to be added to our system annually. Moreover, this information helps our management company act effectively in the event of an emergency. If you have not already completed and submitted the form, please do so to help keep our community safe.

## Trash Cans

It has come to our attention that some of the rules regarding trash cans for some townhouse homeowners, are not being applied. Here is a quick reminder of the rules, and some additional information on trash pick-up:

1. Trash is picked up 3 days a week (Monday, Wednesday and Friday)
2. Pick up can run late or early, depending on the load for the day and the driver's schedule. To avoid missing the pickup, try to have your trash can out after 7 PM the evening before.
3. Make sure your trash bags are tied and that the trash cans have their lids on to cover the bags. Open lids can attract small animals to the trash cans and exposes the trash to the elements.
4. Townhouse homeowners are not permitted to use the dumpsters. If a townhouse homeowner does so, they will be fined.
5. Please remove the trash cans from the front of the unit, after the trash is picked up. Trash cans must be brought in the night of a pick-up (Monday, Wednesday and Friday) and cannot remain in front of units into the day following a pick-up. We want our community looking clean and sharp.

Please try to keep all this information in mind during scheduled trash pick-up days. Our commitment to our community's cleanliness is imperative, and we appreciate those homeowners who go out of their way to keep our development unblemished.

Vanderhaven Farm  
380 Doolittle Drive  
Bridgewater, NJ 08807

## Pest Control

Summer season is moving in, and once again we get to enjoy longer days and warmer weather. However, with that comes the issue that many homeowners have been facing in the last month. Pests! The most commonly reported pest issues include (but are not limited to) ants, carpenter ants, mosquitoes and bees. These issues should be reported to the property manager, if the issue is initiating from outside of the unit. Any pest issues that begin from inside the unit are the responsibility of the community members. Keep in mind that some pest issues may take more than one treatment. This is normally determined by the after the first treatment and explained within a detailed report of the work done to each unit.