

# WESTGATE SQUARE

## News & Views

SPRING 2006

### WESTGATE CONDOMINIUM ASSOCIATION

## President's Letter

by Nick Briante

Here's hoping that you have all had a good start to 2006. As you read this newsletter, a 20" snow storm just blew in and out of NJ. WOW! It really was a difficult storm and up to now we have been pretty fortunate. The Blizzard of 2006, (February 11th and 12th), our contractor did the best he could plowing our community, there were some courtyards that our contractor did not get to in a timely manner. We apologize for this situation. Management had a meeting with the contractor and he stated it was one of the most difficult storms to plow. One of the problems our contractor faced was that not all our residents followed the parking rules. When there is a forecast of 2 or more inches of snow, vehicles that are parked on Westgate Drive must park on the inside circle of WESTGATE DRIVE (the units that have odd numbers). Also, no parking is permitted even when there is no snow forecast, on the inner part of the courtyard or entranceway to the courtyard. Vehicles are to park only in their designated parking spaces in their courtyards. As many of you could see after this snow storm, many vehicles were left on the WRONG side of Westgate Drive which makes it so difficult for our contractor to plow. It takes them more time to plow not only Westgate Drive but the courtyards. This in turn, slows down the plowing process.

We again request everyone's cooperation with the important parking rules for the safety of all our residents.

As a reminder, please adhere to the following rules when a snow storm is forecast and/or during a storm.

- \* Keep cars parked off the main roadways, Park in parking stalls.  
Park your vehicle in the garage.
- \* Park cars facing front forward to ensure easy getaway.
- \* Move cars from parking stalls as soon as roadways have been cleared, to an area which least obstructs the snow contractor's performance.
- \* Do not go out in the severe weather unless you absolutely have to.  
Wait until the clearing has been done in your area. Take some responsibility for your own safety by being cautious during the winter weather.
- \* Leave at least one car length space from an entrance to the courtyard.

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## Phone Numbers and Addresses to Note

**Maintenance Fees of \$250 are due by the 1st of the month.**

**Send coupon to Payment Office at:**

Westgate Square Condo Association  
P.O. Box 23103  
Newark, NJ 07189

Lost your coupon book? Call EPM to get a new one. Anyone wanting to be on automatic withdrawal, call our office.

On-site Property Manager 908-757-7015  
Fax Number 908-757-8832  
Clubhouse Office Hours M-F 1-2 PM  
1 Westgate Drive, Edison, NJ 08820

**New coupon books will arrive shortly.**

**The new maintenance fee is \$250 monthly (effective Jan 1, 2006)**



## Emergency Numbers

Fire .....	911
Rescue Squad .....	911
Police .....	911
Poison Control Center .....	1-800-962-1253
NJ Child Abuse Control .....	1-800-792-8610
JFK Medical Center .....	732-321-7000
Muhlenberg Reg. Medical Center .....	908-668-2000
Eckerd Drugstore .....	908-769-8314
PSE&G .....	732-764-3056
American Water Co. ....	800-272-1325
Elizabethtown Gas .....	1-800-492-4009
or .....	908-289-6400
Cablevision .....	732-548-2400
ADA (Carting)-Sanitation .....	908-769-1331



## Executive Property Management (EPM)

4-08 Towne Center Drive  
North Brunswick, NJ 08902  
732-821-3224

## Inside ...

**Rules & Regulation Reminders**  
**Gail's Corner**  
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**Community News**

*(President's Message continued from page 1)*

There are many things being addressed by your board and projects that will be undertaken this year. By the time you read this, many will already be in progress. We will be starting carpentry and painting in Rutgers, Colgate, Syracuse, Fairleigh Dickenson, Georgetown and Rider. We will have damaged and worn out lumber replaced and then painted. We also plan to paint the unit numbers in a brighter color that will still match but be more visible.

Probably by late summer or early fall, we hope to continue with our paving project. We plan to repave at least 5 - 6 courtyards. In conjunction with our engineer, we will determine which courtyards are in most need of repaving. We are exploring the costs of this project and the effect that increased fuel costs will have on the final price. Every effort is being made by your board and our engineers to get the job done in a proper manner and at the lowest possible cost.

We are also reviewing the specifications and proposals for roof replacements, which we are planning to do over the next four or five years. These roofs will be both the living room and second bedrooms. We continue to make emergency roof repairs as they become necessary.

Our pool is in need of resurfacing and our contractor will do this in the spring. The entire inner surface of the pool will be done and repainted. Any repairs will also be taken care of at that time.

The age of our community dictates that much work needs to be done to maintain its appearance and continue to maintain our property values. Your board is closely monitoring all these situations and making sure that spending is done judiciously. Your newly formed Finance Committee is also carefully watching spending and planning for all the necessary expenditures. Please remember that the special assessment is due this summer so that we can meet all the items required by our reserve study (we will be sending a reminder notice). Also keep in mind the open election meeting is scheduled for Tuesday, May 2, 2006 at 8pm. You will be able to pickup your pool passes if all your payments are up to date. Let's all have a good year and enjoy our community.

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## Recycling

Many calls have been received in our office pertaining to Edison Township not picking up cardboard. We are informed from Edison that all cardboard must be no longer than 18"x18", must be crushed and tied. They WILL NOT PICK UP the cardboard if you are not following these rules. Should you have any further questions. Contact Edison Township 732-287-0900 - Recycling Department /Public Works.

## Treasurer's Report

*By Carlo T. Santorella*

We are in the process of having the engineer who designed the paving work at Westgate organize the paving work for 2006. We will be rechecking all our paving costs. We are hopeful to be able to do at least 5 courtyards this year (courtyards to be done are not yet determined). Once all information has been approved, communication to all our residents will be sent.

The Finance Committee is re-reviewing our long term reserve monies and investments and is continuing to monitor our current budget and long term reserve projects. I thank them for all their efforts.

Have a great spring!

## Gail's Corner

*Gail McDermid, Senior Community Manager*

### Executive Property Management

Hello everyone! I hope by the time you receive this newsletter, winter is long gone. I know winter hasn't been too bad for us this year, but it is not my favorite season.

During management inspections, we notice a lot of dryer vent covers that are filled with lint. It is imperative that you arrange to have the entire dryer vent hose cleaned at least once a year, by a professional vent cleaning company. Dryers do not work efficiently when the hoses are full of lint and it could cause a fire if the hose is blocked. This item is the responsibility of the homeowner. Therefore, please consider hiring a professional vent cleaning company to clean out the entire length of the hose. You should, of course, be removing lint from the interior lint catcher each time you use the dryer. Please check your yellow pages for a dryer vent cleaning company. You may also want to check with Sears, PSE&G, etc.

In addition, many, if not most of our units at Westgate are 20 years plus old and if you have your original furnace and air conditioning unit, it may be a good time to have them checked as they are getting old. Many of our residents have advised me that they have already replaced them. You don't want to get hot weather and have your air conditioning fail, causing you to rush out and purchase a new one without getting competitive prices. Check the yellow pages for a reputable contractor.

Our Annual Election Meeting is scheduled for Tuesday, May 2, 2006 at the Westgate Square Clubhouse at 8pm. We will be conducting our election for the 3 open positions on the board and also handing out pool passes to members in good standing. I hope to see you at this meeting!

Westgate has it's own email now: [Westgate1@optonline.net](mailto:Westgate1@optonline.net). You are welcome to contact the office for maintenance requests, etc. Please be advised, depending upon how busy the day is for Kathy and me, we do not always check the email. If you have an emergency or a maintenance item you feel is urgent, please call our office at 908-757-7015. Our telephone answering machine is monitored DAILY. Kathy and I are here Monday through Friday 9am-4:30pm. Our office is open only between 1-2pm should you wish to come to the office to speak with a manager in person. However, if you leave a message, we do return each and every call within 24 hours.

Your email Address: If you have an email address, kindly email us at [Westgate1@optonline.net](mailto:Westgate1@optonline.net) or drop off a note to the office at Westgate Square, 1 Westgate Drive, Edison, NJ 08820. This will help us tremendously when we need to get in touch with you or want to remind you of a meeting, etc.



## Kathy's' Corner

*Kathy Lucy, Community Manager*  
Executive Property Management

We have had several new homeowners move into the community and I thought it might be a good time to highlight some points of interest and remind those who may have forgotten the following:

**Garbage** - the contract with ADA Carting includes basic household waste and appliances only. If you need to discard mattresses, carpeting, furniture, construction materials and other "bulk" items, you must call ADA Carting at 908-769-1331 to schedule an appointment which you have to set up. They will charge you a minimal fee.

**Maintenance** - Let us know if you see anything in need of repair. We do weekly inspections but with such a large property, we could miss something. Your cooperation is appreciated.

## Sump Pump Info

Many of our residents have a battery operated sump pump back up system. This means, should the electricity go off, your sump pump would automatically go on with the battery back up. We understand you can purchase the battery back up from any Home Depot, Lowes or a local plumber.

## Reminder

Please use the sidewalks especially at night time. Due to the many vehicles being parked along Westgate Drive, if you are walking in the street at night time, it can be difficult to see you. We suggest if you are walking or jogging at night to wear reflective clothing.

## Lights Out At Westgate:

If you see any lights out, please call our office at 908-757-7015 to advise us so we can replace the lightbulb as soon as possible. Please include the pole number#.

If it is a PSE&G light, we will report it to them for servicing.  
Thank You.

### Editor & Newsletter Committee:

Gail McDermid  
Senior Community Manager  
Executive Property Management

### Address for Condo Association & Board of Directors:

1 Westgate Drive  
Edison, New Jersey 08820

### EPM On-Site Personnel

Gail McDermid: Monday-Wednesday-Friday  
Senior Community Manager  
Kathy Lucy: Tuesday and Thursday  
Property Manager

## Barbecue Grills

Just a quick reminder of the board's memo of September 1, 1992 regarding placement of barbecue grills. New Jersey DCA regulations does not allow propane barbecue grills to be used or stored within five feet from any combustible exterior walls.

Every summer Edison Township and building officials inspect the various type of patios in our development. The results are as follows:

**MIDDLE UNITS:** The grills should be placed along the masonry wall, five feet from the building overhang.

**UNATTACHED END UNITS:** If there is wood covering the interior of the wall, a grill is not allowed. The wood may be removed but only with the Associations permission. Request permission in writing and after you remove the wood, call the office at 757-7015 to arrange for the wood to be picked up and disposed of.

**ATTACHED END UNITS:** A few of these units also have wood covering the inside of the wall. In order to use these patios for grilling, the above procedure would apply.

If no wood cover is present, then the grill should be placed at the angle where the wall meets the sidewalk and is at least five feet from the overhang.

**UNDER NO CIRCUMSTANCES SHOULD PROPANE TANKS BE KEPT IN YOUR GARAGE OR INSIDE YOUR UNIT. AN AUTOMATIC \$500 FINE WILL BE IMPOSED BY THE EDISON FIRE DEPARTMENT IF THIS IS VIOLATED.**

Should you require further information, contract our office a 908-757-7015 or Edison Fire Department, Chief Lamkie at 732-248-7200.

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## Exit Road

Anyone who observes vehicles driving in through our exit road, please contact Edison Police department (732) 287-0700 with year, make, color and license plate number. This is **EXTREMELY DANGEROUS!**

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## Welcome Newcomers

Sahni, Raghbir  
Lyda Gordano  
Brett Rusche

## Landscaping

Management is getting calls from our landscaping contractor who reported that many of the homeowners are asking the workers to remove shrubs or to prune them in a fashion to their liking. **PLEASE DO NOT DO THIS!**

All requests for landscaping should be put in writing. Send a note to EPM at 4-08 Towne Center Drive, North Brunswick 08902 or put a note in the slot to the on-site office. Management will direct the landscaper how to proceed with the board's approval.

Thank you for your anticipated cooperation.

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## Water Shut Offs in Basement and Laundry Room

As a reminder, the PVC shut off valves in your basement should be replaced with copper fitting shut off valves as the PVC is old and can break off causing major flooding in your basements. Call a reliable plumber to have this done. Also - the hose on your washing machine should be replaced, as well. You can obtain new hoses at any Home Depot.

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## Gas Shut Offs (FYI)

Gas shut offs are located on the meter right outside the unit next to AC units. There are two flat metal shut offs that need a wrench to turn them off. Both of the shut offs need to be turned off to turn off the gas and also to remove the gas meter (if necessary).

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## Attic Fan Installation Specifications

If you would like to install an attic fan, the following are the specifications that were approved by the Board of Directors:

- Masterflow Pro 3 - 160 CFM #539-250 - attic fan
- Installation by our contractor ONLY - RTB Contracting 908-272-0266
- Forward your request, **IN WRITING**, to the Westgate Square Association, 1 Westgate Drive, Edison, NJ 08820, indicating that RTB Contracting will be installing our approved attic fan.
- **You must wait for final written approval from the Association.**



## American Flags

We appreciate seeing the American flags flying around the community, however, some are in need of replacement. To discard these flags, feel free to drop them off at the clubhouse and we will arrange for the proper disposal.

## 2006 Recycling Collection Dates

**March 8, 22**  
**April 5, 19**  
**May 3, 17, 31**  
**June 14, 28**  
**July 12, 26**  
**August 9, 23**  
**September 6, 20**  
**October 4, 18**  
**November 1, 15, 29**  
**December 13, 27**

**Remember to tie your cardboard crush it down to 18" or they will not pick up. These are Edison Township rules!**

## Electrical Panel Boxes in Basement

It has come to our attention that a Federal Pacific Electric "Stab-Lok" service panel in these condominiums (basement areas) may be a fire hazard. Its circuit breakers may fail to trip in response to an over current or short circuit. Failure of a circuit breaker to trip can result in a fire, property damage or personal injury. A circuit breaker that may not trip does not afford the protection that is intended and required. Simply replacing the circuit breakers is not a reliable repair. The panel should be replaced. The board of directors strongly requests you contact a licensed electrician to inspect your panel box (to be sure it is the Federal Pacific Electric panel) and make arrangements to have this replaced. We understand the cost is anywhere from \$700-\$900 for this replacement by a licensed electrician. If you would like more information please read on the internet at:

<http://www.inspect-ny.com/fpe/fpepanel.htm>.

## Bees

As a reminder, the Association **DOES NOT SPRAY FOR BEES**. We only treat for carpenter bees which bore holes in the siding. Bumble bees, wasps, etc. are the responsibility of the homeowner. It is suggested you spray your unit at sundown on a daily basis. If you are finding it difficult to spray your home, we suggest you contact a pest control company and arrange for a monthly service.

If you do not spray your units frequently, you will be affected by a large amount of bees trying to nest in the siding of your home.

You need to be proactive so you won't have problems with bees.

## IMPORTANT

Under no circumstances are clothes, rugs, blankets, drying racks, etc. permitted to be hung on the outside area (on patio over railings on decking). **Violators will be fined!!**

## Recycling Cans

Several homeowners reported that their recycling can has blown away. Management contacted Edison Township to see if they still provide recycling cans and **THEY ARE NO LONGER GIVEN OUT BY THE TOWNSHIP DUE TO COST RESTRICTIONS.**

We are instructed to have homeowners use a regular rubber garbage can on recycling days, but not to put on the top of the can. This way, the recycling people can distinguish that the materials in the cans are recycling items and not garbage. Try and put those cans out on the morning of the pick up so animals do not get into the cans and possibly knock them over.

## Lost and Found

The office has a lost and found box. If you have lost something, please feel free to come by the office to check out what we have found. Or, you may call the office at 908-757-7015. The same goes if you have found something. Please drop it by the office so that someone may be able to claim it. Thanks!

## Satelite Dish Installations

The board has determined the best place to mount these dishes are on the chimneys, as this area consistently can handle the southwesterly direction. This was discussed with a current satellite dish installer. This location was tested throughout the community and confirmed to have an acceptable quality signal.

The dish must be mounted no lower than 3 feet from the trim on the chimney so it does not interfere with any roofing work which may need to be done on the living room roofs or on top edges which would interfere with the chimney caps and exhaust systems. The board would prefer the dish be on the outer most side of the chimney away from the roof area.

The dish must face the southwesterly direction. The dish cannot be any LARGER than the eighteen inch dish for residential use.

The wiring for the dish must run VERTICALLY FROM THE DISH into the vertical groove of the siding. The horizontal cross over to the interior of your home must run under the base of the siding near the foundation and go into the corner foundation where cable wires currently enter the residence.

You will be responsible for any and all damages caused to common property by your contractor and your contractor must have general liability insurance in the minimum amount of \$1,000,000.

Approval is contingent upon your signature on a letter we have on file at our office agreeing to these terms and a copy of the certificate of insurance from your contractor.

Once the proper information has been received, we will forward a final approval letter to your attention.

### Alarms going OFF in Vehicles or Condominiums

Should you hear an alarm going off in a vehicle or home, please call the police. Alarms do go off quite often at Westgate, however, it seems no one calls the police. Please help out and call the police should you hear any alarms going off. Thank you.



## Pet Corner VERY IMPORTANT NEWS!!!

As a reminder, everyone with a pet, **MUST** clean up after their pets. **Even when there is snow, you are expected to clean up after**

**your pet.** Also, do not throw anything down the sewers – it is against the Westgate Square Rules and Health Department.

Also, very important, all pets must be walked on a leash and not walked next to you without one. Even if you're playing with your pet in front of your home, the pet must be on a leash. This goes for cats, as well. You **cannot allow your cats to roam** the community without a leash and unattended.

Also, dog walkers need to be careful and know their dogs behavior.

Anyone in violation of the above, will be fined accordingly.

### SPEEDING AT WESTGATE SQUARE

WE HAVE NOTICED A CONSIDERABLE NUMBER OF PEOPLE SPEEDING ON WESTGATE DRIVE AND IN THE COURTYARDS. AS A REMINDER, THE SPEED LIMIT ON WESTGATE DRIVE IS 15MPH AND IN THE COURTYARDS IS 5MPH. THERE ARE A LARGE NUMBER OF CHILDREN, WALKERS, JOGGERS AND MOTHERS PUSHING CARRIAGES AROUND OUR COMMUNITY AND IT IS ENTIRELY TOO DANGEROUS FOR ANYONE TO BE SPEEDING. PLEASE SLOW DOWN!!! ALSO - PLEASE DO NOT SPEED WHEN AND IF YOU DRIVE THROUGH WESTGATE II.

## Towing

As a reminder all residents must park their vehicles in their OWN DESIGNATED SPACE. Repeated violators will be towed. 3 vehicles have already been towed!

In addition, vehicles are not permitted ANYWHERE ELSE IN THE COURTYARD (i.e. entrance to courtyard, next to garage door, mailbox, etc.).

Finally, if you are parking your vehicle on Westgate Drive near the entrance to the courtyard, it is important that you leave **at least one (1) car length space** between your vehicle and the entrance area to avoid creating a dangerous blind spot.

## Westgate Square Rules and Regulations Reminders

1. **Dryer Vents:** It is imperative that you clean the lint from your dryer each and every time you use your dryer. In addition, on an annual basis, you should check and clean any lint or debris that may be clogged in the hose connecting the dryer to the outside dryer vent. These measures may prevent fires from occurring.
2. **Washing machine hoses:** Our units are over 10 years old and original washing machine hoses are still in use. We suggest that this hose be replaced since some have failed and caused flooding. It is also a good idea to keep the water to the washing machine shut off until needed. Hoses are available at the hardware store.
3. **Trash Cans/Garbage:** As a reminder, please put out your garbage the night before pickup or morning of pickup. Due to crows and birds that have been tearing the plastic bags in courtyards we require that everyone purchase and use trash cans with lids. These will help keep your courts clean and neat. Your cooperation is appreciated.
4. **Recycling:** Edison Township picks up recycling every other Wednesday. Newspapers are to be bundled and tied. Computer and other paper is to be placed in one container and glass, plastic, and aluminum in a separate container. Cardboard must be separated from regular garbage, placed on side of cans or bags - **NOT IN THEM.**
5. **Signs:** Real Estate or any other type of signs are not permitted in units, vehicles or anywhere in the Westgate Square Community.
6. **Towing:** Towing of illegally parked vehicles is in full force. It is the responsibility of all residents to notify guests and visitors of the Westgate Parking regulations (posted at the entrance to the complex): No parking in courtyard entrances or anywhere else in courtyard other than designated parking areas. Vehicles parked on Westgate Drive must be parked no closer than one car length from an entrance to a courtyard or intersection. **VIOLATORS WILL BE TOWED AT OWNERS' EXPENSE! PLEASE DO NOT PARK IN OTHER RESIDENTS' PARKING SPACES WITHOUT THEIR PERMISSION.**
7. **Firewood:** As a reminder, please store firewood in a metal rack on the cement patio, not on the decks.
8. **Attic Storage:** Storage is not permitted in the attic areas as per the Edison Township building department. Please be sure no items are up there: the truss system in the roofs may not be able to support the storage and can weaken causing roof problems.
9. **Additional Lights**
  - A. **Garage Door:** Light fixtures must be installed 8 feet from the ground level centered over the garage and may be ordered at Home Depot at \$6.48 plus. The Imperial Lighting Style#37006BW (black color) maximum wattage is 60W.
  - B. **Chimney Corners:** Only one light is to be installed by chimney corner, so check with your neighbor if you wish to put one up. Light fixtures must be installed in corner of both chimney walls, 8.5 feet from ground level and 1.5 feet from the corner of the units. Model #SL 5511-B Bronze: Regent/Compact 150 watt Motion Sensing Halogen.




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**Edison Building Department must issue a building permit if you wish to install a fixture where there was none before. (Does not include replacement of fixture.) Call them at 732-287-0900. The Association must be notified in writing prior to installation, including name and license number of electrician who will install the light. Failure to do so may result in a fine of \$100. Certificate of insurance from the electrician prior to commencement of work must be obtained.**

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**Enhancements: The Association must be notified in writing, prior to installation, including specific information regarding enhancement, storm door, gate, prior to work being done. Should you fail to complete a request form or letter, and installed work does not meet specifications, you will be required to have it removed at your own expense.**

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**C. Front Door:** Do NOT remove existing light: Light fixture must be installed 2 feet from the door (right or left, depending on which way your door opens) and 8 feet from the ground level, installed under the eave of the overhang.

10. **Storm Doors:** Anyone wishing to install a storm door must ensure that the door complies with approved specifications: hardware can be black, antique brass/brass, kickplate no more than 8" also may be brass/antique brass or brown. Association to be notified, in writing prior to installation to ensure compliance and to prevent potential problems after installation.
11. **Remote Control Garage Door Openers:** Can be purchased at Walgreen (Everlast Garage Opener, One For All.) Also check Home Depot and Door Companies.
12. **Amendments to Rules and Regulations (effective February 1998):** Flower pots: Pots must be square with the color in harmony with the siding and cannot be attached to any railings. Garage Sales: No garage sales are permitted. Wind chimes: Wind chimes are permitted, unless it disturbs your neighbor. If a complaint is received, it must be removed.
13. **Water Heaters and Toilets:** As a reminder, our homes are almost 20 years old and it may be time to have your water heater replaced. You can replace the water heaters yourself or contact a plumber. In addition, your toilets should be checked to make sure they are not leaking. As your homes get older, it is important to have a maintenance program intact for all plumbing, heating and electrical systems.
14. **Fireplace Check-Ups:** As discussed in our December issue in the Executive Property Management section, it is imperative that your fireplaces be checked yearly by a chimney company to prevent problems with your fireplace and chimney.



## Clubhouse Rental

Effective June 7, 2005, due to increase costs of electricity, gas and heat, the cost for the clubhouse rental has increased from \$125 to \$200. The security deposit increased from \$200 to \$500 (WHICH WILL BE DEPOSITED). We are sorry for this increase, but it is necessary at this time. Also, as a reminder, the clubhouse can be rented only to Westgate Square residents in good standing. In addition, clubhouse rentals can be used for parties only (birthday, wedding, showers, etc.). Business meetings or other type of functions for profit or non profit are strictly prohibited. The rental does not include the use of the playground, pool or tennis courts for your guests. Violations of these rules suspends future clubhouse rentals indefinitely as well as forfeiting the return of your security deposit.

