

## Foxboro Coventry Towns Homeowners Association

September 2012

Dear Foxboro Owner:

The purpose of this letter is to inform owners of a special Member meeting scheduled for Wednesday, October 17, 2012; to provide information with respect to a weekly property site inspection being performed by Property Management Systems, Inc. (PMSI); to inform owners on guidelines for planting trees in Limited Common Areas; to remind owners on how ACH payments needed to be setup with the new property management company; and to announce the date the pool will be closed for the season.

**Member Meeting** - Recently, we have sidewalk chalk being used to mark up driveways in Foxboro. Because PMSI has sent out warning violation letters, comments from owners who see no harm in sidewalk chalk and do not want to restrict its use have been exchanged via the Facebook social network.

Since driveways and sidewalks are part of the common areas maintained and repaired by the Association, the management committee feels that all owners should have the opportunity to have their opinions heard regarding this issue before the management committee makes any decisions about how to deal with the use of sidewalk chalk.

We have scheduled a meeting for October 17, 2012 at 6:00 pm at the Clubhouse for the purpose of discussing this issue and getting input from owners about whether sidewalk chalk on driveways should be restricted. The management committee would greatly appreciate if owners can come and offer their input as to how we should deal with this issue. Since this is not a meeting where voting would be taking place, owners who cannot attend the meeting may forward their input to the HOA's email account ([coventry-hoa@hotmail.com](mailto:coventry-hoa@hotmail.com)). All emails will be confirmed against the Association's email (address) database.

**Weekly Property Inspection** - As you may know, we have engaged a new management company, PMSI, to help us take care of the Foxboro Coventry Towns community. In connection with that transition, the new management company has begun conducting regular inspections of our property. Those inspections have disclosed violations of the covenants and restrictions in our governing documents, and the management company will be sending letters notifying the responsible owners of the violations and requesting corrections.

If you get a violation letter, please understand that we are not singling anyone out or trying to make life difficult for any owners. We enforce the covenants and restrictions that govern Foxboro Coventry Towns in order to protect the property values of all our units, and to make this a good place to live. By buying a unit at Foxboro, we all agreed to comply with the governing documents, and following the rules is both a legal obligation and a moral obligation that we owe to our neighbors.

**Planting Trees in Limited Common Areas** - We have recently noticed that a number of owners have planted trees in their limited common areas. We have no desire to prohibit the planting of trees by an owner in the limited common areas that are for that owner's exclusive use, but we do want to inform owners of certain obligations regarding trees planted by them.

As you may know, trees can cause damage to surrounding structures. Tree roots can damage sidewalks, driveways, and even building foundations. Trees can also fall and damage or injury to structures and people. An owner will be responsible for any damage done by a tree planted by that owner, and the Association will require an owner to pay the costs of any such damage. For this reason, before planting a tree, an owner should be sure that he or she has insurance that will cover any damage or injury caused by that tree.

In addition, trees planted in limited common area will not be allowed to overhang or otherwise encroach upon common areas, including the exteriors or roofs of buildings and any electrical and telephone wires. If your tree begins to overhang or encroach upon a common area, the Association will send a violation notice asking you to have the tree pruned to remedy the problem. If you fail to correct the violation within a reasonable period of time, the Association will have the problem corrected, and assess the cost to you.

**ACH Payments for Monthly Assessments** – If you were setup for an automatic debit (ACH) with Rockworth Companies for your monthly HOA fee and wanted to continue this payment option with PMSI – you needed to completed the new Authorization Agreement for Direct Payments Form and have submitted it to PMSI by August 25th; otherwise, any payments after your August 10th would not have been made automatically. Please refer to the “New Management Company” homeowner letter posted on our website ([www.foxborocoventry.com](http://www.foxborocoventry.com)) with respect to setting up ACH payments with PMSI, along with how late fees would be handled.

**Pool Closure** – The pool will be closed for the season on Monday, October 1, 2012.

Very truly yours,  
Foxboro Management Committee