



SPRUCE HILLS CONDO ASSOCIATION
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2018 SPRING/SUMMER INFORMATIONAL NEWSLETTER

CURRENT - BOARD OF TRUSTEES

President – Janet Traphagen
Vice President – Joe De Vergillo
Treasurer – Roger Love Secretary – William Palaferro
Trustee – Timothy Todd

DRYER VENT INSPECTIONS DUE BY SEPTEMBER 30, 2018

A COPY OF THE INVOICE/CERTIFICATE FROM A LICENSED CONTRACTOR
MUST BE SUBMITTED TO THE OFFICE BY THE DATE ABOVE.

It is the OWNERS' responsibility and only the OWNERS responsibility to have
the invoice/certificate in the office before the end of business on September 30,
2018.

A fine of \$100.00 will be issued to unit owners for any invoice/certificate not
received in the Office by September 30, 2018. There will be an additional \$100
fine for every 30 days that the invoice/certificate is not in the office and posted to
your account on the 1st of each month

NO EXCEPTIONS

ENTRY WAYS

NJ State Law prohibits items to be stored in the front entry ways as
well as under the stairs. This requirement is also addressed in the
SHCA by-laws. Any resident storing items in any common area will

be subject to fines and removal of items.

THE POOL

The pool will be open on May 26th thru June 23rd Weekends only
10:00 am – 7:00 pm

The pool will be open every day starting on June 24th thru Aug. 26th
Monday thru Friday 12:00 pm – 7:00 pm.
Saturday & Sunday 10:00 am – 7:00 pm.

The pool will be closed from August 27th – August 31st.

The pool will reopen September 1st – 3rd. 10:00 am – 7:00 pm.

POOL RULES

1. Identification badges must be shown by all individuals using the pool each time they enter the pool area. A fee of \$10.00 will be charged to replace a lost badge.
2. Each Unit will receive a color coated badge for each person living in the unit that is listed on the information sheet in the office and one (1) guest badge. (No one is allowed to only come to the pool with just the guest badge; there must be someone with a picture I.D. badge from the same unit present at the pool.)
3. All minors with a Red Badge must have a signature of an adult by their name in the log in sheet. This adult will be responsible for this minor for the entire time at the pool. If this adult leaves the pool, the minor must leave.
4. The maximum number of guests at any one time allowed in the pool is two (2) per unit, (one with a guest's badge and one other). A \$3.00 fee during the weekdays and a \$4.00 fee during weekends and holidays will be charged for the second guest.
5. Proper swimming attire is required when using the pool, (e.g. cut-offs are not allowed).
6. All swimmers are to shower before entering the pool.
7. To enter the pool area a lifeguard must be present. The pool may be closed from time to time for mechanical repairs or chemical testing.
8. Pool furniture is available on a first come first serve basis. No reserving of pool furniture is allowed. Please keep suntan oils and lotions off the strapping.
9. Color Coded Badges will be issued this year:
Adult badges – Green (17 years old) birth year 2000/2001
Minor badges – Red (from 0 -17 years old) must have an Adult with them in the pool area.

12 to 17 years old and passed the swim test – Yellow (This minor may come to the pool unattended by an adult but NO Guest is permitted with a yellow badge)

Guest badges – Blue (one (1) per unit & the guest must be with a resident from the unit.

10. Rafts, floats, tubes, and noodles may be used in the pool as long as they are being used. They must be removed if the owner is not using them in the pool. Playpens, bicycles and carts may not be brought into the pool area. Small infant strollers and baby seats are permitted, but may not be left in the pool area. Children who are not potty trained are not allowed in the pool.
11. Radios and electronic devices are permitted as long as no one is disturbed by the choice of music.
12. Non-alcoholic beverages in unbreakable containers will be permitted. Anything you bring in must be brought out with you or thrown away in the trash cans provided. **No alcohol will be permitted at the pool.**
13. Smoking will be permitted only where receptacles are provided. **Please do not dispose of cigarette butts in the planters or stone edges.**
14. Ball playing, running, jumping or horseplay in the pool or pool area is not permitted.
15. Pool users shall conduct themselves in such a manner as to not create a dangerous condition or to interfere with the enjoyment of the pool or pool area by others.
16. Animals are not permitted in the pool or pool areas. Do not tie pets to the pool fence.
17. Management will close the pool solely at its discretion during thunder or electrical storms and may allow swimming during a light sprinkle or shower.
18. Unit owners shall be responsible for any property damage caused by them, members of their family or guests. The cost of such damage will be charged to the responsible unit owner.
19. Unit owners or tenants shall be strictly accountable for the acts of themselves, members of their families or guests using the pool area.
20. Spruce Hills Condominium Association will not be responsible for loss of or damage to, personal property.
21. Any person considered under the influence of alcohol or drugs will not be permitted in the pool area.

NOTE: You will need a current badge to enter the pool on opening day. If you are unable to get your badges updated during normal business hours, please contact the office so other arrangements can be made.

POOL BADGES

The office will start updating pool badges May through August

If you have your pool badges from last year, you will only require a 2018 sticker

which will be issued at no charge.

If you are a new renter or require replacement badges, the cost will be \$10.00 per badge.

If you have turned 17 since last year, please come to the office with your old badge and it will be updated for you at no charge.

Your information sheet must be current and on file in the office before pool badges will be issued.

Owners must be current on all fees in order to receive pool badges. If at any time during the pool season you are not current with your fees, your pool privileges will be suspended.

QUIET TIME

Quiet hours are 10:00 pm thru 7:00 am.
Report Noise or disturbing behavior to the State Police
Phone # 908-689-3100

EMERGENCY NUMBER

The emergency number is not an answering service.
It is for actual emergencies only!

REMINDERS

- Please obey the 15 mph. speed limit within the complex. We have many children but none to spare, so when driving please do so with care
- Do not let your children play in the parking areas.
- Head in parking only! No exceptions.

- For all residents who have an old garage door. It is now time to check your door to determine if any maintenance is required. If you are ready to invest in a new door, please contact the office.
- SHCA is a very safe community, but it is recommended that you keep your vehicles locked in the parking areas.
- Do not plant any shrubs or flowers on any common grounds. This includes the front entryway. (No statues, planters, etc.)
- Please do not throw your trash on the ground which includes but not limited to gum, gum wrappers, cigarette butts, and or plastic cigar holders.
- All oversized garbage requires a "Sanitation Permit" sticker(s) attached to each item. Stickers cost \$ 2.00 each and can be purchased at the Borough Hall or the SHCA office for \$3.00.

Please check the website for the number of stickers needed per item

- PROPANE GRILLS ARE STRICTLY PROHIBITED
- Please refrain from interrupting the maintenance staff while they are hard at work. If you have any questions or requests, please call the office.
- Please respect your neighbors, and
 - Do not slam your doors (interior or exterior)
 - Walk quietly on your steps.
 - Do not run appliances during quiet hours.
 - As a safety precaution children should not play in the parking areas
 - Do not use your car remote's horn to verify the doors are locked

WEBSITE FOR SPRUCE HILLS

Our Website is www.sprucehills.org

Please visit this site on a regular basis for current updates.

PET INFORMATION

All pet owners are required to adhere to the following pet procedures:

New Residents

- Register each pet with the Glen Gardner Borough
- Bring a copy of your pet license to the Spruce Hills Office
- Bring your pet to the office for a photograph & get registered in the Spruce Hills Office
- Pay yearly fee for each pet
 - 1st pet is free
 - 2nd pet is \$ 250.00 per pet per year
 - (As long as the pet resides in your unit)

Existing Residents

- Re-register each pet with the Glen Gardner Borough by January 31st each year.
- Bring the updated pet license to the Spruce Hills Office by February 1st each year.

All annual pet fees are due no later than June 30th.

Pet Sitting

A resident pet owner will be allowed to pet sit. The pet must be registered & photographed in the office with the arrival and departure dates of the pet. No resident can "pet sit" more than 14 days in a fiscal year. A nominal fee of \$ 5.00 per day will be assessed.

Pet Park

You may purchase a key to the dog park for \$ 10.00 per year.

According to our rules and regulations it is the Pet Owners' responsibility to clean up after and dispose of waste properly!