

August 2025

Branford Towne Houses Cooperative

You're Invited

Member Appreciation Festival

Saturday, August 16, 2025

12:00p.m. – 3:00p.m.

**Raffles, food, soda, music
and tons of fun! We'll see
you there.**





House and Grounds inspections will continue so please have your areas in compliance with current policies to avoid those dreaded letters.

Emergency Work Orders: Members should call 313-292-4624 for emergency work orders after 5pm. An emergency is a condition that endangers human life or poses a serious danger to property. This includes smoke detectors beeping (even for battery replacement). Please refer to your rules and regulations for more specifics.

Annual Inspections have been started. Notices were sent out on August 1, 2025. It is imperative members call work orders *into* the office. Failing to report issues may result in the cost of repairs will be the members responsibility.

Trash: Be reminded all trash **MUST** be placed in securely tied plastic bags and placed inside dumpsters. Failure to comply may result in fines. Large items such as furniture/boxes must be placed in the bulk dumpster on Baker St. Do not place furniture next to the bulk dumpster as this will result in a fine as well. Throw your bag to the back of an empty dumpster to allow those that come later room to place their garbage. If the 30 yd dumpster is full/locked you must take your items to the Taylor Dump.

Animal Owners: Members must immediately clean up messes caused by their pet. The term “messes” is defined to include defecation, garbage, and the like. Dog droppings must be disposed of by being placed in a plastic sack, secured and then placed in a garbage receptacle. Failure to comply will result in the following 1st offense \$50 fine, 2nd offense \$100 fine and 3rd offense \$100, legal action and revocation of pet or service animal permits.

Annual Update Letters: Members are sent unit update letters through the US Mail . Be sure to keep an eye out for these forms during the anniversary month of your move-in. Members are asked to complete theses forms and return them to the office promptly. Failure to return the forms as requested will result in fines issued to your account.

Vehicle Registration: All vehicles associated with a member’s unit must be registered with the office and a parking permit affixed in the rear passenger window in order to park in a resident or numbered space (exception those members with a temporary or special permit assigned by the office). Vehicles parked in a numbered or resident space without a proper permit are subject to being towed at the owner’s expense. Members are permitted to have one vehicle per licensed approved occupant. Changes in vehicles must be reported along with a copy of the registration and insurance.

Sanitary Drains: Waste from toilets and sinks eventually end up in the same sanitary line. This is the line that will get clogged, causing existing waste in the line to back up into basements. To avoid backups, do not flush anything other than human waste and toilet paper in toilets. “Flushable” wipes are not permitted as they do not degrade and dissolve like toilet paper. Do not put grease, noodles, lettuce, bread, eggshells, plants, rice, nonfood items, etc., in toilets, sinks, or garbage disposals. A general rule to keep in mind is that if you can feed it to your baby, you can put it down your disposal. Many solid foods, such as vegetables (without peels) or fruits, can also go into the appliance. Chop them up first, so they don’t strain the unit. Throw some ice cubes in along with your food waste and grind them up. They’ll help loosen the food residue that is stuck to the blades. Keep a bag of orange, lemon, or other citrus peels in the freezer and toss some in when you need to freshen up your garbage disposal. Make sure to cut them in bite sized pieces so as not to overwork the machine. Please use a lint tarpon the washer hose that goes into the laundry tub from the washer. After rinsing off things such as paintbrushes in the laundry tub, be sure to run cold water through the line for 10 minutes to wash waste through to the line that connects to the city sewers. In the event the backup is attributed to misuse of cooperative property by a member, said member would be responsible for the cost of the repair.



In our continued efforts to keep operating costs low, we wanted to make you aware of recent discoveries while performing unit inspections. A number of members are not fulfilling their agreement to maintain Cooperative property in a satisfactory manner. Examples include, failing to properly clean appliances, bathtubs, etc. failing to properly ventilate upstairs resulting in mold/mildew growth in rooms, failure to submit work orders to repair things timely resulting and excessive clutter/hoarding creating hazards. Not only do these things result in additional costs to the Cooperative but they can also pose dangers to your fellow members creating health and safety issues. We want all of our members to be content and happy in your homes. Members failing to follow the policies as written will be responsible for costs associated to repair or replaced items neglected and misused.

Occupancy Agreement Section 12: Care of the Townhome states, “The Members understand and agree that they have been entrusted with valuable appliances and property. The Members agree that they will not misuse or mistreat the Townhome or any of the appliances and other property in the Townhome, and that they will treat the Townhome and all of the Owner’s property in the Townhome and the Townhome community, with the respect and care that is due and owing by a person who has been entrusted with the property of another. The Members also agree that they will not permit any misuse or neglect of these appliances and property by any person, and that all malfunctions or damages will be promptly reported to the Owner. The Members agree to repair and maintain the Townhome at their own expense as follows: A) Any repairs or maintenance necessitated by their negligence or misuse, B) any redecoration of the Townhome including painting and flooring and C) any repairs, maintenance or replacements except as set forth in the last sentence, provided that the Members promptly notify the Owner of any condition in the Townhome which is in need of repair. In case the Members fail to effect the repairs, maintenance or replacements required of the Members in a manner satisfactory to the Owner or if repairs are made necessary or become more costly because of the acts, misuse or neglect of the Members to notify the Owners of any condition in need of repair, then the Members agree to pay the Owner for the cost of making the repairs.”

Occupancy Agreement Section 9” Mold/Mildew Disclosure Statement states, “There are no established guidelines for unacceptable air quality caused by mold. Mold is a naturally occurring phenomenon. Mold and/or mildew growth can often be seen in the form of discoloration. The different colors of mold range from white to black, including, but not limited to green, gray, brown, orange, yellow and other colors. Your housekeeping and living habits are an integral part of the ability of mold to grow. In order for mold to grow, water and/or moisture must be present. MEMBER AGREES to maintain the Premises in a manner that prevents the occurrence of mold or mildew growth within the Premises...”

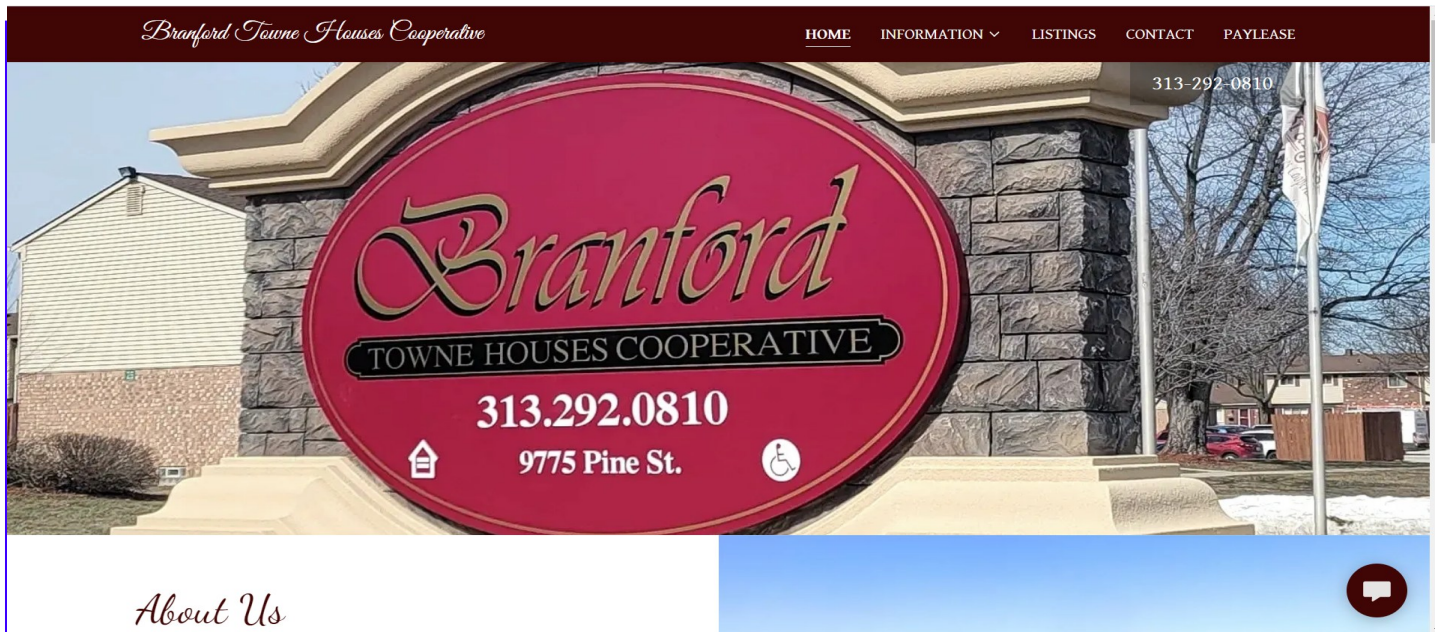
Section 2.9 of the Rules and Regulations state: “Members are required to immediately report, to management, any water leaks or overflows including broken or leaking pipes, garbage disposals, water heaters, toilets, bath tubs, and sinks. Leaking windows, doors, roofs, and basements must be reported. Members are required to use shower curtains, and to dry bathroom floors after a bath or shower. Failure to do so may cause water damage in the Townhome and it shall be considered abuse by the Member causing a potential health hazard and does provide the Cooperative with good cause to terminate the Members’ tenancy.

**Please join us on Saturday,
August 16, 2025 from
12:00p.m.– 3:00p.m.
Member Appreciation Festival**



Current Board of Directors

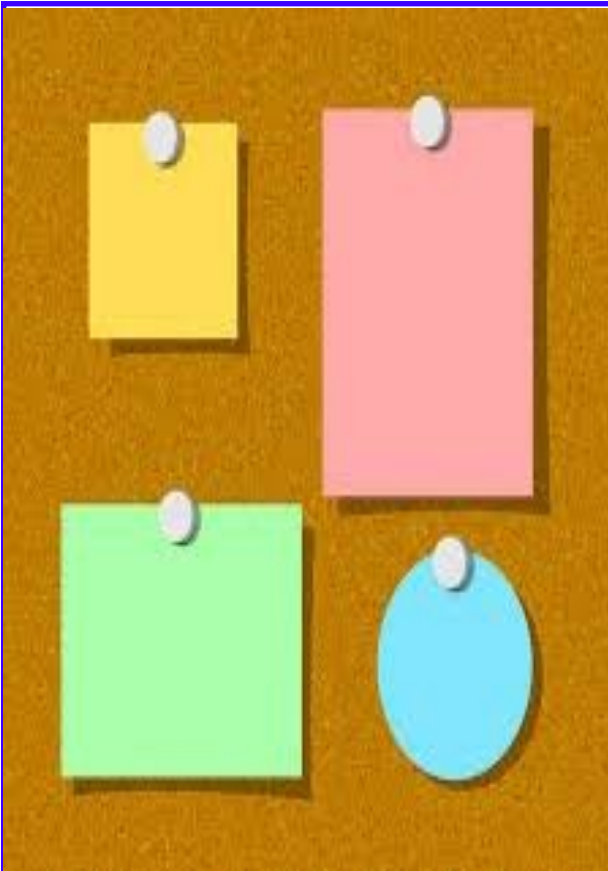
Crystal McIntosh	President
Leanne Tennyson	Vice President
Robert Epps	Vice President
Stephanie Baker	Secretary
Willyne Compton	Treasurer



Don't forget to visit our website at www.liveatbranford.com. Members can access forms, view the calendar, submit work orders etc. The "Home" tab allows a direct contact to Branford staff as well as a link to the Property Management Company. From the Information tab, members can choose for a drop down list for unit information, resident information or the calendar. Clicking on the Resident information on the drop down will allow you access to many forms including clubhouse rental agreement, installation/alteration permit, upgrade information. Near the bottom of the page members can request work orders that are immediately sent to the Branford email address. The "Listings" tab promotes memberships the Cooperative is assisting to sell. You have another opportunity to access a direct link to the Pay Lease site where members can setup direct withdrawal for carrying charge payments.

Current Staff

Joy Greene	Manager
Destiny Osborne	Office Assistant
Shannon Jones	Office Assistant
David Bennett	Lead Maintenance
Joseph Ramirez	Maintenance
David Bennett Jr.	Maintenance



Branford Bulletin



This space in the newsletter is reserved for our members to send messages to their fellow members. This may include a post about items they wish to sell or give away, or a heartfelt birthday wish. Please contact the office or send an email to branfordcoop@gmail.com.



Did you know?.....

August is named after the Roman emperor Augustus Caesar. It is the eighth month of the year between July and September. It has 31 days.







Fun Facts About August

- August is the last full month of summer and the end of the winter in the Southern Hemisphere (below the equator).
- The Earl of Sandwich invented the sandwich in 1762—August is now named as National Sandwich Month.
- August is referred to as the dog days of summer. This is in reference to the hottest and most humid months and that is typically August.
- August Birthstone: Peridot
- August Birth Flower: Gladiolus and Poppy
- Astrology Zodiac signs of August Leo & Virgo



August 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Carrying Charges Due	2
3 	4 	5	6	7	8	9
10	11 Carrying charges must be paid by 8am to avoid late fees/fines	12	13 	14	15 	16 
17	18	19	20	21	22	23
24	25	26 	27	28	29	30
31						

Contact Information

Phone: 313-292-0810 After Hours Emergency Maintenance: 313-292-4264

Emergency: 911

General Email: branfordcoop@gmail.com

Joy Greene Email: branfordcoopmanager@gmail.com

Website: www.liveatbranford.com