



# Terrestria Times



**OCTOBER 2011**



2 Fox Meadow Dr., Sicklerville, NJ

08081

**(856) 228-5811**

Visit us online at

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

**OFFICE HOURS:**

**Monday through Friday**

**1 PM - 5 PM**

**Staff:**

*Michele Leach, Property Manager*

*Lori Carr, Office Manager*

*Lenny Testa, Maintenance/Grounds*

*Bob Knause, Maintenance/Grounds*

## Board of Directors Election

**November 15, 2011-- 1 pm to 7 pm**

The Terrestria Election is to take place at the **Clubhouse** on the above date. Please be sure to come and vote for your Board of Directors.



**Up for re-election:**

**Richard Sherretta, Anthony Merendino, and Peggy Ludwigsen**

**Board Members Elected to 2 Year Term in 2010:**

**Jason Cocco and Leland Rockstraw**

If you would like to be considered for a position on the Terrestria Board, please contact our office to find out the steps required. Please be sure to have this done by November 1<sup>st</sup> to be added to the election ballot. Anyone submitting after this date will not be considered.

Also, we are in need of volunteers for the Election Committee. You must be current in your association dues and not have any open violations on your home. If interested, please contact our office for further information.





### **Repair Request Procedures**

We would like to clarify the procedures that are taken when a repair request is submitted to the office so that everyone understands and knows what to expect when submitting a request.

The repair request is sent over to our contractor on the day it is received in the office. Depending on the type of repair request that is submitted the contractor or the office will then call the homeowner to set up an appointment or advise of the date the contractor will be at your home.

Please note if it is a roof leak, the roofing contractor will need entry into your home to assess the situation. If it is a gutter repair or cleaning, the gutter contractor completes the repair requests in the order that requests are submitted to the office unless an emergency request comes in then it takes priority over general requests. The gutter contractor is on-site every Tuesday and on days that he has scheduled appointments. The office will call you, if for some reason the contractor is unable to complete the repair on the scheduled day.

If the repair is under a certain amount of money the Property Manager can approve the repair. If the job requires an expensive repair or replacement, a proposal is submitted to the office so it can be presented to the Board of Directors. The Board of Directors MUST approve the proposal before the contractor can perform the necessary repairs or replacement. The Board of Directors review and approve or deny the proposals at the monthly Board Meetings.

Once the work is completed, the contractor will leave a door hanger advising the homeowner that the repair request has been completed. A follow up customer service letter from the office will be delivered to the homeowner's home advising the homeowner that the work has been completed and to follow up with the office, if the information is incorrect or the work was performed unsatisfactory.

If you have any questions or concerns regarding the procedures, please feel free to contact me at the office or via my email at [terrestriapm@comcast.net](mailto:terrestriapm@comcast.net)

### **Gloucester Township's New Recycling Program**

As you may have already heard the Mayor, Council, and GTMUA has decided to take Gloucester Township to the next step to "Aim for Zero Waste" by beginning the Single Stream, or Zero Sort, recycling program.

In November the Township will be providing each resident with a new, larger recycle container that has wheels. This container will replace all existing recycle containers which you will no longer be able to use.

Once you receive the new container you will dispose all of your recyclable plastic, glass, paper, cans, and cardboard into this all-in-1 container. The containers are made so that they will be efficiently emptied mechanically by a single-manned GTMUA truck. As the Township is aware they will be difficulties using this single-manned truck in some parts of our community. If you have any questions or concerns, please contact the GTMUA at 856-227-8666.



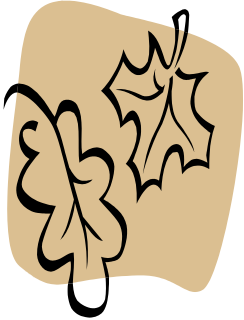
### **NOTICE REGARDING YARD SALES**

Gloucester Township has an ordinance regarding residents having yard sales. Please be advised that you must apply for a free permit with the Township Clerk prior to having your yard sale. Also, residents are only permitted to have 4 yard sales a year according to the ordinance. Your yard sale must be located on your own property and not on common ground per Gloucester Township. Thank you for your cooperation regarding this issue.

## Landscaping Fall Schedule

Innovative will be completing the Fall pruning by **October 14<sup>th</sup>**. Please remember to put out your flag (Yellow Flags), if you do **NOT** want pruning/shearing of your trees and shrubs on your property.

They will be doing a treatment of fertilization and lime **October 14<sup>th</sup> and 15<sup>th</sup>**. If you do **NOT** want the treatment on your lawn, please put out your NO Pesticide flags (Blue Flags).  
If you need the appropriate flags, please stop in at the office.



Innovative will be starting the Fall Clean up and  
**Leaf Collection November 16<sup>th</sup>-24<sup>th</sup>**.  
Public Works will be doing the Terrestria Leaf Collection  
**December 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup>**

with our landscaping company coordinating their 2<sup>nd</sup> clean up with the Township. More information will be provided in the November Newsletter on the 2<sup>nd</sup> clean up details as the Township plans on a 2<sup>nd</sup> unscheduled pick-up, if we miss our round. We are still working out these details.

To make this successful, please adhere to the following:

**Try to keep all leaves unbagged at curbside.**

**If you must use bags, please use paper bags only.**

The Township has stated that large paper bags can be purchased at our local Ace Hardware and Lowes stores.

**Please mark your bags: grass, brush, leaves, etc.**

**Have all leaves out the weekend prior to our week.**

**Rake all leaves curbside.**

Do **NOT** rake leaves into the street if it will block traffic or cover drainage systems.

Do **NOT** mix trash and broken branches with leaves.

**This clogs machines and your leaves will not be picked up.**

Do **NOT** park any vehicles in front of leaves during our pick-up week.

**They will not be picked up.**

### Rules and Regulations Concerning Commercial Vehicles

3.1 An **Approved Vehicle** shall include any conventional passenger vehicle (including station wagons), and other vehicles under three (3) tons gross weight not licensed for commercial use, not used as a means of conveyance for commercial products and supplies and not bearing advertising.

3.11.2 No trucks (except standard pick-up), boats, trailers, campers, mobile homes, inoperable vehicles or commercial vehicles with 6 or more wheels, or rated over one ton, or a gross weight of more than 3 tons are permitted to be parked upon Association property except within the confines of a garage.

### Hall Rental

Please remember that we have our clubhouse available to rent at very reasonable fees for those special occasions that you would like to share with your friends and family. Please let your co-workers, friends, and family know that the hall is available to rent for their special events, also. For more information please contact us at the office.

### Newsletter Advertising Still Available

AVAILABLE IMMEDIATELY! WE HAVE 5 ADVERTISING SPOTS AVAILABLE ON THE BACK OF OUR NEWSLETTER. YOU CAN PURCHASE A BUSINESS CARD SIZE SPACE FOR \$150.00 FOR A WHOLE YEAR (12 ISSUES)!!! IF YOU ARE SOMEONE YOU KNOW IS INTERESTED, PLEASE CONTACT THE OFFICE AT 856-228-5811. IT IS A GREAT PRICE AND A GREAT WAY TO ADVERTISE YOUR BUSINESS!!



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