

# **GENERAL INFORMATION – Updated January, 2014**

## **MONTHLY ASSESSMENTS**

Monthly assessments are due on the first of each month. Late penalties of \$50 per month will be charged for payments not received by the fifteenth day of each month. All checks are to be made payable to Setauket Meadows HOA and sent with a month-dated coupon in the self-addressed envelope provided. Electronic payments are acceptable and can be set up through your bank.

## **MAINTENANCE AND SERVICE**

Maintenance requests should be made through the management company (HPM).

H.P.M Property Management  
4390 Nesconset Highway  
Port Jefferson Station, NY 11776

Phone: 631 476-8805

Fax: 631 828-1162

[E-MAIL – HPMLI@AOL.COM](mailto:HPMLI@AOL.COM)

## **PHONE NUMBERS**

Emergency	911
Police Department	631 854-8600
Fire or Ambulance (emergency)	631 941-4441
Fire or Ambulance (non-emergency)	631 941-4900
Gas Emergency	800 490-0045
Electric Emergency	800 490-0075

**Note:** For fastest response time when there is a fire, dial the fire department directly at 941-4441 — and then call 911. Although home fire alarms are connected to the firehouse, do not assume they have been notified. If the alarm rings in your building, call the fire department at 941-4441.

University Hospital at Stony Brook	631 689-8333
John T. Mather Memorial Hospital	631 473-1320
St. Charles Hospital	631 474-6000
Poison Control Center	516 542-2323
East Setauket Post Office	800 275-8777
Emma S. Clark Library	631 941-4080

# **SETAUKET MEADOWS: RULES AND REGULATIONS**

## **RULES VIOLATIONS AND FINES**

- Unless otherwise noted, fines are \$25 for the first offense after a warning letter is sent. Subsequent offenses will result in escalating fines in \$25.00 increments.
- An additional late fee of \$50 will be charged if the fine is not paid with the first maintenance payment after receipt of the fine and for each subsequent failure to pay the fine.

## **GENERAL REGULATIONS**

- All homes shall be used for residential purposes only
- Owners, renters, or other occupants of a home, members of their families, their employees, guests and their pets shall not use or permit the use of the premises in any manner which would be illegal or disturbing or a nuisance to other owners.
- No vegetable or fruit plants may be planted anywhere on the common areas or shrub beds.
- Fireworks are not permitted at any time. No noxious, offensive, dangerous or unsafe activity shall be carried on in any unit or the common elements, nor shall anything be done therein either willfully or negligently, which may be or become an annoyance to the other unit owners or occupants. No unit owner or occupant shall make or permit any disturbing noises by himself, his family, pets, employees, agents, visitors and licensees, nor do or permit anything to *be done by any of the above that shall interfere with the rights, comforts, or convenience* of other unit owners or occupants.
- No homeowner, renter, or other occupant shall install, or permit to be installed, any window mounted or through-the-wall air conditioning unit to his/her home.

- No interior alterations to a home are permitted which would impair the structural soundness of any party walls which would reduce the level of fire safety in a neighboring home or common area.
- Garages are not permitted to be converted into living space.
- Patio enclosures are not permitted except for awnings approved by the Board.
- No signs, advertisements, posters, or notices may be displayed on the common property, home exterior or on windows, inside or out.
- A community wide garage sale may be conducted once a year for those who wish to participate.

### **CONDO EXTERIORS**

- The common elements shall not be obstructed, littered, defaced, or misused in any manner.
- A homeowner shall be liable for any and all damage to the common elements or to the property of the community. The homeowner is responsible for any damages incurred by those for whom they are legally responsible including guests, member of their families, employees and or pets.
- All exterior steps, sidewalks, and walkways must be kept clear of all objects.
- No objects of any type are permitted on utility or metal covers.
- No pots are permitted on the grass or walks.
- No climbing vines are permitted.
- No homeowner, renter, or other occupant shall move, remove, add or otherwise change the landscaping on the common properties without the prior written consent of the Board of Directors. Only the current

landscaper under contract with the HOA may be used. Homeowners are allowed to plant low growing annuals without Board approval. All annuals planted by the resident must be removed before November 30. Perennials which have been planted may not exceed a maximum height of 18 inches and must be well maintained by the homeowner.

- One article of statuary, not to exceed 24”h x 12”w, may be placed within the foundation garden bed only.
- No lighted ornamentation is allowed except for "Holiday" decorations.
- Holiday decorations are permitted. However, Christmas and Chanukah decorations should not be displayed more than three weeks before the holiday. All decorations must be removed no later than 2 weeks after the holiday.
- Inflatable decorations are not permitted at any time.
- No tree ornaments, fountains, bird feeders, bird baths, or pinwheels are permitted.
- No lights of any kind, including solar or LED, may be attached to resident’s railings, fences or placed in planting areas.
- Patios, decks and adjoining areas are not to be used for storage. One covered storage box per unit is permitted not to exceed 44"w x 25"h x25"d and must be white, light tan or grey. Storage boxes are not to be visible from the street.
- Garden equipment and supplies, bicycles, etc. must be stored indoors.
- No grills are allowed on porches or decks and must be placed 10 feet from any combustible surface.
- It is prohibited to hang garments, towels, bed sheets, rugs, etc., from the shrubs, windows, lamps, railings or from the building or to string clotheslines on or over the common elements.

- No homeowner, renter, or other occupant shall paint or have painted the exterior surfaces of the windows, walls, doors, steps, decks or patios, nor shall they seal any driveway.
- No television, satellite dish, radio antenna, or any other type of receiving or transmitting antenna or structure shall be erected on the exterior of any home or in any lot without the prior written consent of the Board except for individual satellite dishes not exceeding 18 inches in diameter provided they do not extend beyond the highest point of the roof and are not visible from the street.
- Bicycles, boats, carriages, toys, etc., should not be left out overnight in the common areas. During the day, such items may not be left unattended for prolonged periods of time.
- Benches are not permitted on grass or walkways but may be placed on decks, patios, or porches only

### **MOTOR VEHICLE REGULATIONS**

- Security forms must be filled out each year and returned to HPM. Failure to do so will result in a fine of \$100.00. This form will include the registration and license plate number of all vehicles in the household. Identification stickers will then be provided for each vehicle.
- All residents must use their own driveway and garage for parking.
- Parking areas other than driveways and Clubhouse are designated as guest parking and residents are not permitted overnight parking there.
- Residents with more than two cars are to park their third and subsequent cars in the clubhouse parking area with prior Board approval. However, a legal third person residing in the unit may be issued a special parking sticker allowing access to open parking spaces.
- Vehicles may not be parked on roadways except for temporary loading and unloading. Exceptions may be made on major holidays.

- No unregistered vehicles are permitted in the complex. Commercial license plate vehicles may not be parked in the community for a period in excess of 24 hours or between the hours of 10:00PM and 6:00AM.
- Snowmobiles, off-road vehicles, trail bikes, ATV's and other unlicensed vehicles are not permitted on the property.
- Trucks, vans, campers, motor homes, recreational vehicles including RV's, tractor trailers, buses, boats, personal watercraft, or trailers of any kind, and vehicles with more than four single-tired wheels may not be parked on common elements, and are prohibited in the general parking areas and drives except for temporary loading and unloading.
- In special circumstances the Board of Directors or the Management Company may restrict parking due to emergency, repair, street sweeping, or snow removal.
- Vehicles are not to be disassembled, repaired, rebuilt, painted, or constructed outside of garages on the premises. The changing of oil or antifreeze outside the garage or disposal of oil or antifreeze in storm drains is not permitted.
- The posted speed limit of 15 MPH is throughout the community.

### **PET REGULATIONS**

- All pets must be licensed and leashed at all times. Pets must be under the direct control of their owners.
- Pets must be walked only on roadways and must be restrained from urinating or defecating on common areas. Those walking their pet must observe all cities, town and state ordinances concerning removal of feces.

- Any pet causing or creating an unreasonable disturbance or noise, or acting in an aggressive or threatening manner to other residents, guests, or their pets may result in action by the Board and/or the Town of Brookhaven.
- No cages, invisible fences, pens or runs are to be placed on common areas. The town pound will be called to pick up any animal that is loose on the property.

### **TRASH & RECYCLING**

- Trash must be placed in covered containers, not in bags. Trash or recycling material found in the street due to improper packaging will result in a fine. Unit numbers should be visible on all containers and covers.
- Trash and recycling containers are to be stored in the resident's garage when not at the curb and be returned to garage as soon as possible after pickup.
- Trash and recyclable items are not to be brought to the curb earlier than 6:00 P.M the evening before pickup.
- Recycled paper must be placed in a sturdy bag or box or be tied in a sturdy package.
- Glass, plastic and cans must be rinsed and placed in an authorized covered container.

### **RENTAL AND RESALE RULES**

- The owner must present all lease and rental agreements to the Board or property Management Company and Brookhaven Town for approval prior to execution of agreement.
- The owner must present background and credit checks on all lessees or renters prior to execution of agreement.
- The owner will be fined for non-compliance of any HOA Rules and Regulations by the renter, his family or guests. The fine to be determined at the Board's discretion.

- Before any new owner may move into their residence, they must provide the equivalent of two months maintenance fee (non-refundable) to the HOA to be placed into the HOA Reserve Fund.
- The Board will not permit the rental or sale of any unit until all fines and late fees are paid by the homeowner.

## **CLUBHOUSE AND RECREATIONAL FACILITIES RULES**

### ***HOURS OF OPERATION: 5:00 A.M. TO 1:00 AM DAILY EXCEPT AS NOTED BELOW FOR OUTDOOR FACILITIES***

- Persons using the facilities of the swimming pool complex, any recreational area, gym equipment, or facility equipment do so at their own risk at all times. The Setauket Meadows Homeowners Association, Board of Directors, and their authorized representatives assume no responsibility, direct or indirect, for any personal injury, accident, illness, or loss or damage to personal property within the recreation facilities. Violation of these Clubhouse Rules or the Homeowners Association Rules and Regulations may be considered a cause for suspension of all recreation privileges including use of the swimming pool complex. Non-payment of common charge assessment, house fines, and late fees may also cause suspension of privileges.

The recreation facilities include the Clubhouse, indoor and outdoor pool, bocce, tennis, shuffleboard courts and putting green. They shall operate as common facilities for the enjoyment of all residents and guests as explained below. Any commercial activities require prior Board approval.

- Resident(s) will be responsible for any damage done to the recreational facility or equipment by themselves, family or guests.
- Any chairs, tables or other furniture moved must be returned to its original location before leaving the area.
- Two access cards will be provided. They are not transferable. Lost access cards should be reported immediately so that the old card can be removed from the system and a replacement card can be created.
- Smoking is not permitted in any part of, or in front of, the clubhouse or any other recreation areas.

- Any refuse, food or drink containers must be removed or disposed of properly in refuse containers.
- No pets are allowed in any part of the Clubhouse, recreation or facilities areas.
- Persons deemed to be under the influence of intoxicants will not be permitted in the recreation facilities.
- Footwear and shirts must be worn by residents and their guests. Wet bathing suits are not permitted in carpeted areas.

## **POOLS**

### **NOTE: USE OF POOLS IS AT YOUR OWN RISK!**

#### ***NO LIFEGUARDS ARE ON DUTY at any time at the pools!***

- Outdoor pool is open during the hours the clubhouse is open (5:00AM- to 1:00AM) except during HOA sponsored activities.
- Children (visitors under 18) may, while under the supervision of a resident family member, use ONLY the outdoor pool between Noon and 3 PM, and ONLY the indoor pool between 3 PM and 5 PM.
- Children not toilet trained are not permitted in the pools at any time and all children must be in bathing suits, not in regular or “swim” diapers.
- Use of the pool complex is restricted to resident(s) and a maximum of six (6) guests per unit who must be accompanied by the resident. Adult children (18 years+) need not be accompanied by the resident. However, if any children are under the age of 18, the resident must be present.
- Resident(s) and their guests use the pools with the understanding that they must comply with all the rules and regulations promulgated by any applicable municipality and the by Board of Directors.
- All children and non-swimmers must be accompanied and supervised by a resident family member while in either pool or surrounding area.
- The only swim aids acceptable in the pool are “floaties” or “noodles”.
- No radios (unless used with headphones) are to be used in either

swimming pool areas except during HOA approved events. (Please be considerate and limit cellphone use).

- No person shall make unnecessary noise or behave in any objectionable manner while in the swimming pool complex.
- Only food and beverages in **plastic** containers or cans are allowed in the area around the outdoor pool and must be disposed of properly. **NO GLASS PERMITTED AT ANY TIME.**
- No person may take food or drink (other than water in plastic or metal) into the indoor pool complex.
- Sneakers or gym shoes must be worn in the exercise room.
- First Aid equipment is available in the cabinet in the indoor pool, the AED is located in the library and emergency phones (911 only) are on the pool walls.
- There shall be **NO DIVING OR JUMPING** in any pools. Running, boisterous or rough play or excessive noise is forbidden.
- The following provisions of the New York State Code apply to any resident/guest using the swimming pools: Pollution of the swimming pools is prohibited. Urinating, expectorating, or blowing the nose in the pool is prohibited. No person having skin lesions, open blisters, cuts, sores, or inflamed eye, mouth, nose or ear discharges or who is known to be a carrier of the micro-organisms of any communicable disease shall be permitted to use the pools.
- **SAUNAS and SPA/HOT TUB**
  - All persons using the sauna(s) or spa/hot tub do so at their own risk. Owners and management are not responsible for accidents or injuries.
  - Pregnant women, elderly persons, and persons suffering from heart disease, diabetes, or high or low blood pressure should not enter the saunas or spa/hot tub without prior medical consultation and permission from their doctor.
  - Do not use the saunas or spa/hot tub while under the influence of alcohol, tranquilizers, or other drugs that cause drowsiness or that can

affect blood pressure.

- Use of the sauna(s); spa/hot tub **alone** is done at your own risk and not recommended.
- Anyone under the age of 18 is prohibited from using the hot tub or sauna.

### **TENNIS COURT**

- Court time is one and a half (1 ½) hours for 4 in a group and one (1) hour for 2 in a group. Extended play is allowed as long as no other residents are waiting to use the courts. In lieu of singles, doubles play is suggested to allow for the maximum number of people to gain court time.
- The tennis courts are to be used for the purpose of playing tennis only. No roller skating, rollerblading or bicycle riding is allowed.
- Tennis shoes or sneakers must be worn within the tennis gates.
- No pets are permitted within the tennis gates.
- No glass containers or smoking are permitted within the tennis gates.

### **PONDS**

1. A responsible adult must supervise all children in the vicinity of the ponds at all times.
2. Ice-skating, swimming, boating, fishing or any other recreational use of the ponds is prohibited.
3. Throwing of rocks or any objects into the ponds is strictly prohibited.
4. The feeding of wildlife, including birds or fish is prohibited.

***THE BOARD OF DIRECTORS HAS THE RIGHT TO IMPOSE FINES FOR VIOLATIONS OF COMMUNITY RULES AND REGULATIONS***