



To: Homestead Unit Owners / Tenants
From: Bob Goodwin, Property Manager
CC: Executive Board of Directors; Dianne Radcliff, Account Supervisor
Date: June 11, 2008
RE: Homestead Mill Moving & Parking Policy

Over the past weekend, there were a number of parking and moving violations at Homestead Mill. This notice serves as a reminder to all unit owners and tenants that the property rules and regulations at Homestead Mill must be adhered to.

Please review the rules and regulations, which are located in the Homestead Handbook. Should you need another copy, please call Barkan Management. Owners are responsible for ensuring that their tenants are familiar with, and abide by, the condominium's policies

The moving and parking policies are listed below.

Moving policy

- Barkan Management Company (BMC) must be notified 72 hours prior to moving so that elevators can be padded on time. Small carts are available at the lobby of each floor for your convenience.
- A non refundable \$75 MOVING FEE will be collected from the Unit Owner every time a resident (owner or renter) initiates a move cycle, both in and out of the unit.
- Moving hours are restricted to Monday-Friday, 8:00 AM – 4:00 PM; Saturdays 8:00 AM to 2:00 pm No moving on Sundays or Holidays.
- Moving trucks are not allowed to climb any curbs and should be parked as inconspicuously as possible.
- Every attempt should be made to minimize the opening of building entrances during loading and unloading to maintain indoor temperature and save energy. Exterior doors must remain closed/locked when unattended for security reasons.

Barkan Management Company, Inc.

www.barkanco.com

Corporate
24 Farnsworth Street
Boston, MA 02210
617-482-5500
Fax 617-482-0284

MetroWest
63 South Street
Hopkinton, MA 01748
508-497-3444
Fax 508-497-3443

Connecticut
193 Welles Street
Glastonbury, CT 06033
860-633-6110
Fax 860-657-8126

Rhode Island
10 Weybosset Street
Providence, RI 02903
401-272-0788
Fax 401-272-0877

Parking Policy

- Repair of AUTOMOBILES is not allowed in the parking area.
- No vehicle shall have Boats on a trailer or other items attached while parked in the parking area.
- Only cars may be parked in the lot. No boats, trailers, commercial trucks, or business machinery may be left in the lot without permission from The Homestead Mill managing agent.
- The parking lot is one way with a speed limit of 10 miles per hour.

- GUEST PARKING is for the guests of Homestead Mill residents ONLY. Guest parking for more than 48 hours must be registered with the BMC office. Unregistered parking will be towed at owner's expense.
- The Courtyard, which is a fire lane, is limited to 15 minute parking only. It is closed between 8 P.M. and 8 A.M. A \$25.00 fine is imposed per violation of courtyard policy.
- Extra Parking: If an owner requires extra parking, Barkan Management Company should be contacted. If extra parking spaces are available they can be rented for \$50.00 per month.

Infractions of the rules and regulations will result in towing and/or fines. Moving policies will be enforced and when necessary, owners will be fined. In order to better mark the reserved spaces at the property, the parking lot lines and space numbers will soon be repainted. As a rule, please keep in mind that it is the unit owner's responsibility to remind guests to park in the designated spots.

Thank you for your cooperation in this matter and for helping to maintain a peaceful environment at the Mill.
