

# Brook Village Condominium Community

## A Home for All Seasons

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### Snow Policy

## *Brook Village Condo Association, Inc.*

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## SNOW REMOVAL PROCEDURES

Dear Owners and Residents;

In order to facilitate clearing snow from the parking areas and the streets, the following procedure will be in place for the rest of this winter. Please refer to the attached map for your bearings.

The day after a snow storm has ended the plow company will return to Brook Village for a final clean up. The day after a storm is defined as the day when no snow is falling as of 7 a.m. In other words, if it stops snowing at 6:00 the plows will come that day for the cleanup. If it's after 7, then the cleanup will take place the following day. Owners will receive an email reminder notice the day the snow is scheduled for cleanup. Landlords, please communicate with your tenant.

**Resident's vehicle(s) must be moved to ensure this is done properly.** To avoid timing complications, you may want to move your vehicle to another parking area. The plow company will start around 10 a.m. He will honk his horn to alert you.

### **Here's the approximate schedule which may vary due to the volume of snow:**

D's parking lot at ~10:00

Building A and Swanson Court (street parking between A and D) ~10:15

B's and C's parking lots at ~10:30

E/F and G/H parking lots, non-lobby side ~10:45

I/J parking lots ~11:15

K/L parking lots ~11:30

M/N parking lots and Spencer Road ~11:45

### **Here's what you need to do:**

- Vehicle owners clear off your vehicle and prepare them to move for plowing
- Simultaneously, plows will clear out all empty areas of the parking lots

- Vehicle owners then move your vehicle to the cleared area or another cleared parking space
- Plows will clear the vacated parking spaces
- Anyone who fails to move their vehicle so the plow can clear the parking spaces is responsible for removing the snow - both from their vehicle and from the space

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**Reliable Property Management / Boxborough, MA / T 978.264.4004 / [warner@relprop.net](mailto:warner@relprop.net)**

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