

43 Center Street Condominiums

c/o Kendrick Property Management

GUIDING PRINCIPLES

This is a refresher to keep our community healthy and safe at 43 Center Street. It has been 17 years since the renovation and the development of the building when the guiding principles were first established. The purpose of this document is to remind those who have been here since the beginning of these principles and to make them easily available to those who have joined the building more recently.

The first guiding principle is that 43 Center Street has endeavored to be a community. We care about others in the building and resolve situations through discussion. We work at meeting the needs of individuals under the umbrella of what is best for the community as a whole.

Since the planning stages we have endeavored to be a scent-free and smoke-free environment, especially in public areas such as corridors and the elevator. We have a building-wide ventilation system that distributes clean air 24/7 so even private spaces are included, as are the outside areas around the building.

No bicycles may be attached to any part of the building inside or outside, or left anywhere on the premises. Bicycles may be brought into the building only for the purpose of moving them into a private space. There is no public storage in the building for bicycles.

We also have a no pets' policy throughout the building. This does not include certified, trained service dogs who are on duty when in the building. These must be leashed while on the premises out of courtesy to those who may be afraid of dogs.

43 Center Street has a rule with anyone loitering in the foyer for any reason, including waiting for the Shelter to open.

A reminder that the Shelter, run by ServiceNet, has its own entrance at the back of the building on the police station side. There are signs on the front door and also at the beginning of the side road directing people to this entrance. Shelter guests are requested not to smoke or engage in loud conversation on the sidewalk at the front of the building or on the side road where the smoke and noise may enter offices. Shelter staff regularly remind guests of this through the winter. If this occurs owners are asked to contact the Shelter directly with details.

Many of the people who enter 43 Center Street come to meet with their lawyer, their psychologist, their counselor or advocate at Safe Passage or a support meeting or other gathering at the Friends Meeting. Thus, for many people the hallways and entrance are not social spaces. The owners and renters of 43 Center Street will keep a respectful and quiet atmosphere in the building. It is expected that they will not initiate contact with people using the building and in general they will not engage in conversation unless they are approached. This is one aspect of being a community of respect and dignity for everyone.

Refresher for Unit Owners

Owners are reminded that they are legally responsible for renters of their spaces and any sub-lets of renters. They are urged to have a written lease which includes a clause that any sub-lets must be approved by the owner and also have a signed lease (since the owner is ultimately responsible). Owners are also urged to carry liability insurance to protect themselves since building liability insurance only covers incidents in the public spaces. The liability insurance should also cover payment for any damage caused to other units or public areas from a source in an owner's unit, e.g. plumbing overflow. Trustees urge owners to include the Guiding Principles information attached to their leases so that renters are aware of the them.

In the case of being locked out of your unit, Michael Malkovich and Stella Xanthakos in Suite 101 have agreed to keep a key to the lockbox and give access to owners in order to retrieve the spare key to the owner's office (which must be returned promptly). They know most of the owners, but do not know many of the renters. Hence owners are urged to give them a written list of renters which will serve as authorization in the event that a renter requires help in accessing the office that she/he rents.

If an owner decides to do their own maintenance on building systems, they are asked to notify the Trustees in writing of the decision, and to notify the Trustees when such maintenance has been performed. This pertains largely to preventive maintenance on convectors during the AC summer period when convector drains may become blocked and cause water damage to the unit or a unit below them. Trustees plan for regular maintenance on all building-wide systems.