



10 Maine Rd., Plattsburgh, NY 12903

HOMEOWNER ALERT...
PLEASE DO NOT IGNORE THIS NOTICE

To: [Name and street address]

Date:

From: Utilities Committee and Property Manager

As you may know, your Homeowner Association fees are based in part on a water usage of 4000 gallons per unit (unique to the LCVHOA there is usually only one water meter per multi-plex unit.) This month's total for the ____ units on your building's meter exceeded that amount by _____ gallons. Last month's total exceeded that amount by _____ gallons. So far, this overage has cost the HOA\$ _____. You can see it is essential that any problems that exist are found and corrected as soon as possible.

We are therefore asking all residents served from this meter to check their faucets and toilets for leaks. However, an overage like this generally indicates a leaking toilet, and you should be able to hear it constantly or intermittently running. If you find this is the case, please immediately shut off the water intake valve at the base of the toilet tank and contact the Property Manager.

If you don't hear any of your toilets running, the Property Manager is available to assist in further checking your fixtures for less obvious leaks.

Water and Sewer charges represent the largest single expense for the HOA. Please help us save water dollars by keeping your fixtures operating satisfactorily.

You can contact the property manager, Curtis Latremore at 518-572-1505.

Or feel free to contact the Utilities Committee at utilities@lcvillage.org or Utilities Committee Board Liaison, Tom Maglienti at 518-569-6935;

Thank you for help,

Curtis Latermore, Property Manager
CC: The Utilities Committee

UC 1.3 – 5/18/17