

Powderhouse Condominium Association

Rules & Regulations

Revised November 2010

Powderhouse Condominiums consist of 54 separately owned units. The Trustees represent the owners and are responsible for the administrative decisions about the property.

Any new owners or tenants are asked to contact the management company to set-up a walk through with one of the Trustees. We will tour the property, provide basics, such as trash, recycling, etc and answer any questions you may have.

The Rules and Regulations apply to all unit owners, the tenants, their family and guests.

Property Management Company

Go Management

Cambridge, MA 02140

2534 Massachusetts Ave.

Phone: (617) 354-1011

Fax: (617) 354-0367

Raphael Gottesman, Owner

Raphael@gomanagement.net

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kal@gomanagement.net

24 Hour building emergency, after hours and weekends

(781) 662-5160

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1 Building Emergencies & Safety

1.1 Emergency Procedures

In the event of a life threatening emergency, call 911 for police, fire or ambulance. If the emergency is non-life threatening, please notify the management company. Water leaks within your unit or in the building common areas should be reported to the management company. If the issue is determined to be a unit issue, the owner will be billed accordingly

1.2 Safety

Always leave the building when the fire alarm sounds. Smoke and fire detectors are located in all buildings. Units should have their own smoke and carbon monoxide detectors as well. When the main alarm sounds the law requires that everyone departs the building via the stairs. The Medford Fire Department will be notified automatically by our alarm company when the fire alarm sounds.

2 Common Areas

Hallways, stairways, lobby, parking lots, garage front/ back entrances and front lawns are considered common areas.

- No clothing, sheets, blankets, laundry or any other article shall be hung out of any unit.
- Attaching anything to a common area handrail (realtor lockboxes) is prohibited except with the consent of the Trustees.
- No signs, plaques or communications shall be placed on the exterior of any unit.
- No items may be placed in any common area with first receiving the permission of the Trustees.
- Smoking is not permitted in any common area. Do not dispose of used cigarettes on condo property, this includes the front walkway, rear door, parking lot and off your balcony.

3 Noise, Offensive Activity & Quiet Hours

3.1 Noise

Please be courteous, the noise level in your unit must not disturb your neighbors. Problems with respect to noise or disturbances should first be brought to the attention of the unit where the disturbance originates, then our management company. The volume of television sets, music players, musical instruments and the like shall, at all times, be kept at a sound level which will not disturb or annoy the occupants of neighboring units. The building has very little sound insulation between floors and neighboring units, and 70% of flooring on the 2nd and 3rd floor needs to be carpeted or covered.

3.2 Offensive Activity

No obnoxious or offensive activity shall be carried on in any unit, or in the common areas, nor shall anything be done, either willfully or negligently, which may be or become an annoyance or nuisance to the other unit owners or occupants.

3.3 Quiet Hours

Sunday through Thursday: 11:00pm – 7:00am

Friday and Saturday: 12:00am – 8:00am

Urgent problems with disturbances should be reported to the police.

4 Fees

4.1 Monthly Condo Fees Procedure

The management company is responsible for the collection of condominium fees. Fees are due on the 1st of the month. Checks are to be made out to the Powderhouse Condominium and mailed to the management company. Putting your unit # in the memo section of the check is always helpful. Also a direct deposit system can be setup by contacting the management company. If you are not aware of your unit fee amount please contact the management company.

4.2 Monthly Condo Late Fees and Non-Payment

Any payment received after the 15th of the month will be subject to a \$25 late fee that is posted to the unit. Legal action will be taken if any unit owner has not paid their condo fees for three months. The management company will send a letter to the unit owner with a 10 day notice after the three month mark. Please respond the management company to see if something can be worked out, else the unit owner will be responsible for the full cost of any legal action.

4.3 Move In & Out

There is a \$100 fee for moving out and a \$100 fee for moving in. This is for both selling of units and the renting of units. Please submit payment to the management company. Also please see section 5 and be sure to alert the management company of new tenants or expected new owners. The intercom name directories will be updated once the fees and information have been submitted.

4.4 Keys

Extra keys for the exterior doors are available from the management company at a cost of \$25 per key. Please contact the management company for further instructions on receiving the keys.

5 Registration of Occupants

In order to fulfill our responsibility under Massachusetts Fire & Condominium law the management company must have a list of all occupants and a contact phone number. The management company periodically sends out requests to update this information. Your cooperation in returning your contact information in a timely manner is greatly appreciated. Please also see section 4.3 regarding move in and out fees.

6 Pets

6.1 Pets Allowed

Common household pets, such as dogs, cats and fish, may be kept in the units unless prohibited by the Trustee(s) as hereinafter described in section 6.2. Household pets with the exception of fish are limited to 3 per unit. Absolutely no breeding of any type of animals is allowed.

6.2 Liability

The owner of a pet assumes full liability for all damage to all persons or property, and to the Condominium Trust, caused by such pet. In no event shall dogs be permitted in any part of the Condominium unless under leash. All dogs must be licensed by the proper authorities, and the owner is responsible for getting pet dogs properly and fully inoculated. The unit owner shall indemnify the Condominium Trust and hold it harmless against any loss or liabilities of any kind or character whatsoever arising from or growing out of having any pet animal in a unit or other portions of the Condominium. Upon written complaint of any unit owner to the Trustee(s) that a pet kept in any unit or within the condominium is a nuisance, the Trustee(s) may prohibit the presence of said pet with the Condominium. No such action of the Trustee(s) shall be taken without having given at least 3 days written notice to the unit owner responsible for said pet of a meeting of the Trustee(s), at which said unit owner shall have the opportunity to be heard.

6.3 Cleanliness

All pet owners are fully responsible for cleanup of dog excrement that may have happened on the property. Dogs are prohibited from urinating on the front lawns because the acid kills the grass and leaves bare spots all over the lawns. Dogs are prohibited on the back lawns for the same reasons unless you are the first floor unit owner with exclusive rights to a section of the yard or if you have been granted permission by the unit owner.

7 Unit Repairs & Renovations

7.1 Maintenance Repairs

Unit owners are responsible for the maintenance and repair of their units. In the case of an urgent repair (such as water leaks), contact our management company. The property management company works for the Condominium Association not individual unit owners. They should be notified regarding any problems such as plumbing leaks or other building issues and are available 24 hours a day for emergencies. If the issue is determined to be a building issue, the unit owner will be billed accordingly.

7.2 Renovations and Updates

Building permits from the City of Medford must be obtained for any work involving new electric or plumbing lines and any structural work must be approved by the Trustees.

Our management company must be notified one week in advance of any renovation or major repair being done to a unit. Please refer to quiet hour's section 3.3 when performing the work. A notice will be posted of any temporary shutdown of building services as to not inconvenience other units. Only

licensed plumbers are permitted to shut off the building's water. The management company will make sure the work does not conflict with any scheduled work by our vendors, other owners and the building cleaning company. The floors in the hallways must be covered and protected. Unit owners and their contractors are responsible for removal and disposal of all waste material generated by the renovation which is not allowed in the dumpsters. Please refer to the trash rules. The building must be left clean and orderly at the end of each work day.

8 Appliances

8.1 Washers & Dryers

Washing machines water fill lines must use a metal hose. Plastic and or rubber hoses are not permitted due more risk of deterioration which causes leaks. Dryers must use a metal exhaust hose. Plastic hoses are fire hazards and are not allowed.

8.2 Dishwashers

Dishwasher water fill lines must use a metal house. Plastic and or rubber hoses are not permitted due more risk of deterioration which causes leaks.

8.3 Hot Water Tanks

When replacing a water tank you must now follow one of the described methods below. Other recommendations are to look into a tankless hot water tank or a hot water tank with a lifetime warranty.

- Install the hot water tank inside a drain pan with a sensor that will turn of the unit when water is sensed in the water pan.
- Install the hot water tank inside a drain pain and the hot water tank has an automatic shutoff built into the tank.

9 Doors, Windows & Balconies

9.1 Doors

Replacement doors may be purchased. They must be the same size, shape and color as the original door. The Trustees will need to approve any replacement door. No door knockers, chimes or other noise generating devices may be affixed to the outside of the door to any unit. No sign, notice or advertisement can be placed on any exterior facing door.

9.2 Windows

Replacement windows may be purchased. They must be the same size, shape and color as the original windows. The Trustees will need to approve all replacement windows.

- No exterior shades, screens, awnings or window guards can be added.
- No sign, notice or advertisement can be placed in/on any window.
- No object including air conditioners shall be projected out of any window except as approved by the Trustees.
- No sheets, blankets or any other improper window treatment can be used to cover any part of or be placed in front of the windows and the balcony doors. Your window covering must not detract from the aesthetic appearance of the building.

9.3 Balconies

No aerials, antennas, satellite dishes, or umbrellas shall be placed, attached or hung from the exterior of the units including the balconies. Only typical outdoor items such as furniture or plants may be placed on the balconies, but not on the ledges. No exterior shades, screens, awnings can be added to the balconies. If you are unsure if something is allowed please contact the management company. It is the unit owner's responsibility for general up keep and cleanliness of their balcony. The management company must be notified if an owner wants to paint or use heavy machinery such as a power washer to clean their balcony.

10 Flammable Material Storage & Outdoor Cooking

10.1 Outdoor Cooking

Only electric grills are permitted on any of the balconies. Owners with an exclusive easement to a backyard are permitted to have propane/gas grills as long as they do not sit up against the building which may cause a fire or damage to the siding.

10.2 Flammable Material Storage

No unit owner or any of their visitors shall, at any time, bring into or keep in their unit or any portion of the common areas, any gasoline, kerosene, propane or other flammable, combustible, or explosive fluid, material, chemical or substance except such lighting, cleaning, and other fluids, materials, chemicals and substances as are customarily incidental to residential use. This includes storing propane/gas tanks for grilling in the garage.

11 Abuse of Mechanical System

The Trustee(s) may charge a unit owner any damage to the mechanical, electrical or other building service systems of the condominium caused by such unit owner by misuse of those systems. Examples of such systems are the intercom systems, garage doors and garage exhaust fans.

12 Equipment Compliance

All radio, television or electrical equipment of any kind or nature installed by unit owners or used in each unit shall fully comply with all rules, regulations, requirements or recommendations of the Board of Fire Underwriters, or similar board and the public authorities having jurisdiction and the unit owners alone shall be liable for any damage or injury caused by any radio, television or other electrical equipment in such unit.

13 Insurance

Unit owners should purchase home owners & hazard insurance. The condominium association's master policy does not cover personal property or any damage caused by your unit, water leaks, etc. Tenants are advised to have moving insurance in the event of any damage caused during their move.

14 Security

Exterior doors are to remain closed at all times, except when moving. Please do not allow people into the building via the intercom systems unless you know who they are.

15 Storage

15.1 General Storage

There shall be no parking of bicycles, motorcycles, vehicles, etc on any part of the common area. All of the furnishings, items of personal property, effects and other items of unit owners and persons claiming by, through, or under said owner, may be kept and stored at the sole risk and hazard of said owner, and if the whole or any part hereof shall be destroyed or damaged by fire, water or otherwise, or by the leaking or bursting of water pipes, steam pipes, or other pipes, by theft or from other cause, no part of said loss or damage in excess of the amounts, if any, covered by its insurance policies, is to be charged to or to be borne by the Condominium Trust.

15.2 Garage Storage

Any storage in your designated parking spot should be kept in an orderly manner. No flammable/combustible items may be stored in the garage such as gas cans, propane tanks, etc. Storing belongings on the yellow dividing lines is not considered being within your spot. Do not store anything on the dividing lines including bicycles.

16 Vehicles & Parking

16.1 Exterior Parking Lots

You may park only in your deeded and or rented parking spots. Parking on the yellow dividing lines does not constitute being parked in your spot. If parked in a spot not deemed yours then you risk having your vehicle towed at the vehicle owner's expense.

16.2 Garage Parking & Usage

You may park only in your deeded and or rented parking spots. Parking on the yellow dividing lines does not constitute being parked in your spot. If parked in a spot not deemed yours then you risk having your vehicle towed. The posted speed limit must be obeyed to help ensure everyone's safety. Pedestrians are not permitted to use the overhead garage doors for entering or exiting the garage.

16.3 Vendor and Contractor Parking

If you are having a repair person or other vendor coming to your unit and need an off street parking spot for the day please contact the management company. Ideally repair personnel, contractors and vendors can park on the street but if a spot is needed in a lot please contact the management company. They will risk getting towed if the management company has not been notified.

16.4 Renting a Parking Spot

Please contact the management company if you would like to rent a parking spot from the association. A list of open spots and monthly prices will be provided.

16.5 Bicycle Parking

Bicycles shall be stored in the common garage by the owner of the bicycle in the space which has been deeded to that owner or such other space assigned to that unit. Bicycles may not be parked in any other common area such as all front landings, stairways and rails.

16.6 Maintenance of Parking Space

It shall be the responsibility of the unit owner of a particular parking space to ensure that the vehicle parked in the space does not leak oil, grease or other fluids onto the floor of the garage. In the event, in the Trustee(s) judgment, there is any excessive accumulation of oil and grease in any parking space, the Trustee(s) may have the accumulation removed and the cost of such removal shall be charged to the unit owner deeded that space.

16.7 Vehicle Towing

Signs for the preferred towing company are posted in both outside parking lots. Vehicles will be towed at the owner's expense if they are not parked in their deeded or rented parking spot(s). We ask that if someone else is parked in your spot you make an effort to locate that person and have them move their vehicle before calling the towing company. If the person can't be located then the parking spot owner may contact the towing company.

16.8 Vehicle Repairs

No vehicle may be repaired in the garage, outdoor parking areas or the other common areas of the condominium which involve fluid changes, replacement of mufflers, tail pipes and other major repairs.

16.9 Vehicle Washing

Vehicles are not to be washed in the parking lots or garage. Please seek off site facilities for car exterior cleaning and washing.

16.10 Vehicle Storage

The storage of any unregistered motor vehicle in the common area of the condominium is not allowed. Any motor vehicle to which valid registration plates are not affixed or whose registrations has expired for more than 30 days shall not remain within the common area of the condominium and may be removed by the Trustee(s). Any expense for removal and storage shall be charged against the unit owner who has the exclusive use of the space from which the vehicle has been towed

16.11 Recreational Vehicle Storage

Storage of boats, boat trailers and recreational vehicles: Boats, boat trailers and recreational vehicles, properly licensed and in good repair, may be stored in the common garage spaces 1-68, provided that they are contained fully within the space which is utilized for the storage and in addition, shall not impede or interfere with the reasonable use of adjoining spaces. The Trustee(s) may, at their discretion, notwithstanding this rule or prior permission which may have been granted, order the removal of any boat, boat trailer or recreational vehicle parked in the garage area of the condominium. Under no circumstances will storage of a boat, boat trailer or recreational vehicle be allowed in the outside parking spots.

17 Trash

Please place your trash bags in the open trash containers located in the outside parking lots. There are recycle bins for glass, plastic & tin and bins for paper & cardboard. Please flatten your boxes before placing them in the recycling bin.

Furniture or any large item that will not fit in a trash bag can be left on the curbside the night before trash is picked up. To dispose of appliances, air conditioners, monitors, and so forth please contact the city to pay for the proper disposal sticker. Please refer to the trash/recycling appendix pages A1 & A2, visit the Medford city website or contact the city for additional questions.

18 Rentals

Should a unit owner choose to rent their unit(s) in the condominium, unit owners are required to select tenants who give adequate assurances of willingness to comply with these Rules and Regulations and to act in accordance with their purpose, as set forth above. In addition, tenants are bound by the restriction on use set forth in the Master Deed of the condominium. To this end, Unit owners are required to provide prospective tenants with a copy of these Rules and Regulations prior to signing any agreement permitting anyone other than the unit owner to occupy any unit. All prospective tenants (and all current tenants, prior to renewing their leases) are required to provide the management company with a signed acknowledgement form. Unit owners are responsible for the compliance of these Rules and Regulations by their tenants, guests and family. Any violation of these Rules and Regulations or of applicable provisions of the master Deed or Declaration of Trust of the Condominium, by any tenant or occupant of any unit, shall be deemed to be a violation by the unit owner of said unit, except that nothing in this section shall be construed to limit the responsibility of tenants or other unit occupants to comply with these Rules and Regulations.

- a. The unit owner must inform the management company with the name/s and contact numbers of their new tenant/s prior to moving in using the appendix B1 form. The Board of Trustees will update the buildings directory once the move in/out fees is paid. Owners/Tenants are not permitted to place temporary name tags on the directory.
- b. The unit owner must keep the property manager advised when a tenant moves in or out and an acknowledgement form must be turned in to the management company.
- c. A copy of the buildings Rules & Regulations must be included with every lease
- d. Each unit is intended to be used solely for residential purposes by not more than one family or by not more than three unrelated people
- e. No short time rentals are allowed, minimum rental time is 6 months due to wear and tear of the common areas during moves.
- f. The Board of Trustees have the right to request a copy of a current lease. The lease must include the renter's name/s, a contact number, length of the lease and an emergency contact person. If a lease is renewed the owner must inform the management company of the new dates.
- g. The unit owner is responsible for any damage to the building caused by a move
- h. The building must be left clean and orderly. If our cleaning company has to be called, the cost of the cleaning will be charged to the unit owner

19 Selling

Owners selling their condominium must notify the management company in writing, stating that the unit is for sale. Before the owner can receive a 6(d) certificate they must be clear of all debt including fines to the condominium association and not be in violation of any of the rules and regulations. The Management Company charges \$25 for a 6(d) certificate. Owner's who are moving must pay the \$100 moving fee to obtain a 6D certificate.

20 Fines

The Trustee(s), may at their discretion, impose fines on unit owners who violate any of these Rules and Regulations, or the Restrictions on Use as set forth in the Master Deed.

First Offense: Written Warning

Second Offense: \$100

Third Offense: \$200 and meeting with the Board of Trustees

For any further offenses, the fine will be doubled for each incident. These fines are assessed to the Unit owner, regardless of whether a tenant, guest or family member has committed the offense. Please refer to section 19 if you plan to sell a unit but have not paid fines.

21 Rules & Regulations Acknowledgement Form

This signature sign off page must be submitted each time there is a new owner or new tenants. When a unit owner has new tenants he or she must also re-sign the page. It must be received within two weeks of moving in.

I hereby acknowledge that I have read the Rules and Regulations for the Powderhouse Square Condominiums. I will abide by said Rules and Regulations and understand that if I, or my family, employees, agents or visitors fail to follow them in any way, I/we will be subject to fines as outlined by the Board of Trustees.

Name: _____ Unit # _____ Date: _____ Owner ☐ Renter ☐

Signature _____

Name: _____ Unit # _____ Date: _____ Owner ☐ Renter ☐

Signature _____

Name: _____ Unit # _____ Date: _____ Owner ☐ Renter ☐

Signature _____

Name: _____ Unit # _____ Date: _____ Owner ☐ Renter ☐

Signature _____

Name: _____ Unit # _____ Date: _____ Owner ☐ Renter ☐

Signature _____

Return form to:

Go Management

Att: Kal Ungar

2534 Massachusetts Avenue

Cambridge, MA 02140

22 Appendix A1 – Recycling Chart

Recycling Chart What to Recycle		Do Not Include ANY items contaminated by food are not acceptable for recycling
Mixed paper 	Examples include: <ul style="list-style-type: none"> • Mail and envelopes (windows are OK) • Magazines and catalogs • Writing or ledger paper • Paperback books • Paper bags • Greeting cards • Wrapping paper • Shredded paper (Place in paper bag) • Fax paper • Computer paper 	Mixed paper items not acceptable include: <ul style="list-style-type: none"> • Paper towels, facial tissues, napkins • Cigarette packs • Candy wrappers • Waxed or plastic-coated paper • Foil wrapping paper
Thin cardboard  Newspapers (including all ads and inserts) 	Examples include: <ul style="list-style-type: none"> • Shoe boxes • Cereal boxes • Pasta boxes • Toilet paper rolls • Frozen food boxes • Gift boxes • Cake mix boxes • Toothpaste boxes • Tissue boxes • Paper egg cartons • Soda or beer packaging • Soap or laundry detergent boxes 	Thin cardboard items not acceptable include: <ul style="list-style-type: none"> • Boxes with silver or foil linings or coatings • Anything dirty, greasy or wax-coated
Corrugated cardboard 	Examples Include: <ul style="list-style-type: none"> • Boxes and other corrugated cardboard should be flattened and folded so they fit in the cart. • Pizza boxes (with greasy liner removed) 	Corrugated cardboard items not acceptable include: <ul style="list-style-type: none"> • Dirty or greasy cardboard
Tin/aluminum, scrap metal 	Examples include: <ul style="list-style-type: none"> • Aluminum and tin cans • Foil and pie plates • Empty steel aerosol cans 	Tin/aluminum, scrap metal items not acceptable include: <ul style="list-style-type: none"> • Scrap metal • Wire clothes hangers • Paint cans (Put empty, dried-out cans in trash) • Hypodermic needles (Please contact the Health Department for proper disposal information)
Glass bottles and jars (all colors) 	Examples include: <ul style="list-style-type: none"> • Mayonnaise jars • Wine bottles • Beer bottles • Applesauce jars • Spaghetti sauce jars • Salsa jars • Vinegar bottles • Baby food jars 	Glass bottles and jars not acceptable include: <ul style="list-style-type: none"> • Broken glass • Cups, dishes, glass windows, plates, Pyrex®, ceramics, mirrors, light bulbs, crystal
Plastic bottles, jugs and containers 	This includes all rigid plastic containers with symbols ♻️ on the bottom; examples include: <ul style="list-style-type: none"> • Soda and juice bottles • Salad dressing bottles • Milk jugs • Detergent bottles • Juice bottles • Shampoo bottles • Window cleaner • Saline solution bottles • Fabric softener or bleach bottles 	Plastic bottles, jugs not acceptable include: <ul style="list-style-type: none"> • Plastic shopping bags • Plastic food wrap, potato chip and sandwich bags • Styrofoam® • Automotive fluid bottles (oil, antifreeze, brake fluid)
Milk cartons, drink boxes 	Examples include: <ul style="list-style-type: none"> • Milk and juice cartons • Juice boxes • Flavored milk boxes • Cream and creamer containers 	Milk cartons, drink boxes items not acceptable include: <ul style="list-style-type: none"> • Ice cream boxes • TV dinner containers • Margarine boxes • Cream cheese boxes
Container Preparation <ul style="list-style-type: none"> • Remove all plastic bags • Remove any non-acceptable items • Corrugated cardboard should be broken down to fit inside the container without jamming, so the container will empty completely. • All recyclables (cans, bottles, jars, cartons) must be rinsed free of all contaminants • Remove and discard all corks, tops, rings, metal bottlenecks wraps and unacceptable items • Flatten containers whenever possible 		

23 Appendix A2 – Trash Disposal FAQ

I'm a new resident, how do I start recycling in Medford?

If a recycling cart has not been left on the premises by the previous owner, please contact Waste Management at 800-972-4545

What can I recycle?

You can recycle the following in Medford: Glass, tin, aluminum, Plastic (#'s 1-5 & #7), newspapers, magazines, junk mail, paper and cardboard. Pizza boxes- ok -please remove any cardboard with greasy residue.

What will not be collected?

Building materials will **NOT** be collected i.e. doors, windows, shingles, bathtubs, sinks, toilets, paneling, 2 x 4's, tires, hedges, stumps, etc. Please call a private hauler for these items.

What about furniture and large items?

Furniture i.e. bedding, tables, chairs, desks, etc. will be collected at curbside at no charge. Rugs and carpeting must be rolled and tied

How do I dispose of an appliance?

Residents need to pay a \$25 fee for removal of each appliance. You can obtain these stickers at the DPW office in City Hall, Room 304. Hours are Monday, Tuesday and Thursday 8:30 AM – 4:30 PM, Wednesday 8:30 AM – 7:30 PM and Friday 8:30 – 12:30 PM. Residents are also welcome to mail a check to the DPW and the sticker will be mailed to them.

How do I dispose of a television?

Televisions and computer monitors contain Cathode Ray Tubes (CRT's) which contain lead. Disposal of these are banned from Massachusetts landfills as of April 1, 2000. Residents must now purchase a CRT removal sticker for \$25 at the DPW office in City Hall, Room 304. (see above)

I have old paint, how do I dispose of it?

The Department of Public Works has a surplus paint shed located at the City Yard on James Street. Residents are welcome to bring in latex or oil-base paint with a five gallon maximum. The paint shed is opened once a month until October.

Note: Cans with less than ½" of paint can be solidified by adding kitty litter or speedy-dry to it.

I have a variety of household hazardous waste products, how do I dispose of these?

The Department of Public Works at this time does not have a facility for HHP. The closest site is located in Lexington on Hartwell Avenue. Residents are charged by the carload, \$50+ for a full carload and \$35+ for a half carload.

24 Appendix B1 – Owner/Tenant Information Form

Name: _____ Unit # _____ Date: _____ Owner ☐

Home#: _____ Cell# _____ Work# _____ Email: _____

Mailing address (If different): _____

Name: _____ Unit # _____ Date: _____ Owner ☐

Home#: _____ Cell# _____ Work# _____ Email: _____

Mailing address (If different): _____

Name: _____ Unit # _____ Date: _____ Tenant ☐

Home#: _____ Cell# _____ Work# _____ Email: _____

Mailing address (If different): _____

Name: _____ Unit # _____ Date: _____ Tenant ☐

Home#: _____ Cell# _____ Work# _____ Email: _____

Mailing address (If different): _____

Name: _____ Unit # _____ Date: _____ Tenant ☐

Home#: _____ Cell# _____ Work# _____ Email: _____

Mailing address (If different): _____

Name: _____ Unit # _____ Date: _____ Tenant ☐

Home#: _____ Cell# _____ Work# _____ Email: _____

Mailing address (If different): _____

Return form to:
Go Management
Att: Kal Ungar
2534 Massachusetts Avenue
Cambridge, MA 02140

25 Appendix B2 - Powderhouse Report of Incident

Name: _____ Unit # _____ Date: _____ Owner ☐ Renter ☐

Signature _____

Please describe the nature of the incident observed in detail including dates, times, frequency, etc.

Return form to:

Go Management

Att: Kal Ungar

2534 Massachusetts Avenue

Cambridge, MA 02140