

**Northbrook Association and Tax District  
c/o REI Property and Asset Management  
2A Ives Street  
Danbury, CT 06810**

Northbrook Condominium Association and Tax District  
All Unit Owners  
Monroe, CT 06468

Dear Unit Owners

With the inclement weather upon us we wanted to make you aware of how the snow plowing team plans their route. Also, we are providing a preferred parking strategy in order to allow driveways and walkways to be shoveled efficiently.

**Route Plan:** The snow vendor will always start working in Stillmeadow Circle, due to the downhill driveways, which do not allow access to exit until they are plowed. Next, the snow crew will split up with one heading to Overlook and then traveling up the Northbrook Drive hill which includes Wildflower, Timber Drive, Cascade, Boulder Ridge and Edge Hill Circle. The other team will go to Hollow Tree and move toward Pepper Street.

With the next storm, the crew will again begin at Stillmeadow then splitting again. This time they will move to Overlook and up the Northbrook Drive hill with the other crew now going to Rockview, Rosewood, Jan's Court and Wrabel Circle. They then turn onto Hollow Tree and complete all the circles along the way. This will alternate with each storm.

**Parking:** Those who park in their garages may continue to do so. For those who have vehicles in driveways, when the snow begins, we ask that you move your vehicle to guest parking. Should guest parking become full you may, only after the snow has ended and the roads are clear having been fully plowed, park along curbs so that your driveway and walkways can be shoveled. Please make sure to keep watch and return your vehicles once your driveway/walkway has been completed.

The contractor will return the following day for additional snow clean ups.

**Please note - vehicles are not to park curbside prior to inclement weather and must not be left parked curbside overnight.**

Thank you for your cooperation and patience.

Sincerely,

Laura Cruger  
Assistant Association Manager  
lcruger@rei-pm.net

cc: Board of Directors