

**Heritage Meadows Homeowners Association  
Responsibility Matrix for Maintenance**

#	Item / Service	Association	Homeowner	Notes/Issue / Concern
1	Roads (maintenance & snow removal)			Town Dedicated
2	Drives	All		
3	Stoops and Walkways		Repair / Replace	approved variance required
4	Grass	All		
5	Trees / Shrubs HOA planted	All		
6	Trees / Shrubs Homeowner Planted		All	approved variance required
7	Sidewalks		All	approved variance required
8	Street Lighting			Town Dedicated
9	Snow Removal- Drives	All		
10	Snow Removal- Walks		All	
11	Decks/Privacy Fences	All		
12	All Variance approved changes added by owners		Repair / Replace	approved variance required
13	Garage Floor		Repair / Replace	
14	Hot Water Heater, Heating / Air Conditioner including pad, flue and dehumidifier		Repair / Replace	
15	Sewer drains, water lines and sump pump within unit		Repair / Replace	
16	Storm Water laterals	Repair / Replace		
17	Sanitary Sewer laterals to foundation	Repair / Replace		
18	Water Service laterals to foundation	Repair / Replace		
19	Roof including materials and appurtenances	Repair / Replace		
20	Exterior walls,siding, trim, window and door trim (only)	Repair / Replace / Paint / Stain / Grout / Seal		
21	Exterior window sash, sills, trim	Paint / Seal	Repair / Replace	approved variance required

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22	Doors to outside (Front, sliding, garage and walkout)		Repair / Replace	approved variance required for replacement
23	Door into garage from house		Repair / Replace	
24	Garage Door tracks & openers		Repair / Replace	
25	All glass - Frame - Sash		Repair / Replace	approved variance required
26	Storm Doors		Repair / Replace	approved variance required for replacement
27	Screens, Screen doors		Repair / Replace	approved variance required for replacement
28	Fireplace vents, flue pipe, exterior caps, wall vents, roof vents and other parts.		Repair / Replace / Cleaning	approved variance required for replacement
29	Flue pipe, roof vents for other than fireplace		Repair / Replace / Cleaning	approved variance required for replacement
30	Clothes Dryer Vent		Cleaning	
31	Gutters and downspouts including cleaning and connection to storm drain	Repair / Replace		
32	Hose Bibs Exterior portion in garage		Repair / Replace	
33	Hose Bibs Exterior outside unit		Repair / Replace	approved variance required for replacement
34	Garage carriage lamps and porch lights		Repair / Replace	approved variance required for replacement
35	Light Fixtures on back of units		Repair / Replace	approved variance required for replacement
36	Exterior electrical outlets and door bell button		Repair / Replace	approved variance required for outlet addition or digital door bell
37	Extermination Interior		All	
38	Extermination Exterior	All		
39	Mailboxes and enclosure	Repair / Replace		

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40	Address Numbers	Repair / Replace		
41	Light Bulbs		All	
42	Underground service laterals from transformer to meter	All		
43	Gas Service, lines to meter	All		
44	Telephone Lines		Owner	Frontier
45	Cable TV Lines		Owner	Spectrum
46	Satellite Dish		All & Any Damage	approved variance required
47	Property and Casualty Insurance	Master Policy	H O-6 Condo pkg	
48	Liability Insurance for Common Areas	All	Private areas	
49	Directors and Officers Liability	All		
50	Insurance to cover full reconstruction, Original Specs, No Betterments and Improvements	All	Betterments, Improvements & Additions	
51	Personal Contents and liability insurance		All	
52	Value of any improvements to a unit after closing		All	
53	Foundation & Basement Walls		Repair/Replace	