



Diamond Cove Homeowners Manual

A Compilation of Useful Island Information

Fifth Edition
June, 2019

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1 Maps and General Information

A. Maps

Please visit www.diamondcove.com (home page bottom) for the latest map of Diamond Cove. All 6 recreation areas are shown as well as significant buildings owned by DCHA.

B. Museum and Tours

Please visit <http://www.diamondcove.com/the-cove/history> for more information about the Fort McKinley Museum. Also, narrated tours of Diamond Cove are available from a group of resident volunteers. Tours need to be booked in advance. If you are interested in arranging a tour, please email museum@diamondcove.com.

A DVD of the history and development of Fort McKinley is available for purchase. The DVD and other items may be purchased from the museum or general store, with proceeds going to further their work.

2. CONTACT INFORMATION

A. Emergency Contacts

Emergency 911 (see 5. Emergency and Medical Information)

Poison Center

- New England Poison Control Center 1 800 222 1222

B. City Contacts

Portland Police Department (non-emergency)

- 207 874 8575

Portland Fire Department (non-emergency) - 207 874 8400

City of Portland
Portland City Hall 207 -874-8300

C. Security and Dock

- Diamond Cove Security

You can contact Security by calling 767-8491 and dialing your number into the pager for a call back.

- Diamond Cove Marina
207-766-5694

D. Ferry and Water Taxis

Ferry

- Casco Bay Lines 207-774-7871 www.cascobaylines.com In addition, the Diamond Cove website carries direct links to important pages on the CBITD site. (schedules/fares/tours)

Water Taxis

- Foggs Water Taxi 207- 415-8493
- Presumpscot Water Taxi - 207-879-2562
- Island Water Taxi 207-799-1818

E. Foreside Management Company

Contacts

- Office: 202 U.S. Route 1/Suite 206/Falmouth, ME/04105
Mailing Address: P.O. Box 957, Portland, ME 04104
Phone: 207-775-2325
Fax: 207-775-1196
- Chris Carman, On Site Property Manager
Office: 207-766-5804 Cell 207-754-9061
christopher@foresidemanagement.com
- Jeff Martin, President of Foreside Management
Office: 207-775-2325 Cell 207-415-4745
jeff@foresidemanagement.com
- Naomi Gardner, Accounting Manager

Office: 207-775-2325
naomi@foresidemanagement.com

- Tom McDonough, Resident Assistant 767-8491 (beeper)
- Mark Wogaman, Resident Assistant 767-8491 (beeper)
- Jesse Pope, Maintenance Supervisor

F. Board of Directors of DCHA (end term)

- Bill Sommers, President sommersdc@gmail.com
- Dave Witting, Secretary dave@rocketinsights.com
- Dave Faunce, Treasurer dave.faunce@gmail.com
- Bill Taylor, Legal wtaylor@pierceatwood.com
- MaryEllen Fitzgerald, Vice President maryellenfitz@gmail.com
- Jim Doyle, Operations liaison jim@jimdoyle.com
- Derek Devine, DRB ddevine747@gmail.com

Homeowners may address concerns to individual Board members or to the Board as a whole. E-mail or hard copy via US mail is acceptable. Any inquiry addressed to the “Board of Directors” will be handled by the President who, at his or her discretion, may assign another Board member to draft a response. US mail directed to the Board of Directors should be addressed to:

DCHA Board of Directors
c/o Foreside Management
Company 202 Route 1. Suite 206
Falmouth, ME. 04105

G. Design Review Committee/Board (DRB) Contacts

The members of the Diamond Cove Design Review Committee are:

- Derek Devine
- Walter Vackar
- Beth Sanders
- Jennifer Brennan
- Christine Freund
- Bill Hall

G. WHO TO CALL WHEN YOU NEED HELP WITH A PROBLEM?

For routine van pick-ups and drop-offs, contact Security. For ALL other non- emergency issues such as infrastructure, repair, delivery, trash & recycling questions, contact the On Site Property Manager who will refer you to the appropriate party. Design review issues should be directed to any member of the DRB.

3. GETTING TO AND FROM DIAMOND COVE

A. Casco Bay Lines Ferry and Freight

Casco Bay Lines can be contacted at 207-774-7871. Information and sailing schedules are also available at www.cascobaylines.com

Most homeowners at Diamond Cove depend upon Casco Bay Lines for their transportation to and from the island. Tickets are only collected in Portland; fares are good for a round trip. Schedules and rates change seasonally so be sure to check for the latest information before making travel plans. (Also, be aware that the schedule changes on holidays) Dogs (which must be on leashes) and bicycles need tickets, children under 5 years of age travel free, and seniors over 65 years of age may buy half-price tickets.

Carry-on freight is limited to what can be handled by the passenger in one trip aboard and must fit within the size limits on display at the ferry terminal. Standard “island carts” are allowed as carry-on.

Checked Freight: If you have more suitcases or other items than you can manage yourself, check in at the freight area at least one half hour before departure. Make sure your boxes or bags have green DC stick-on tags specific to your island destination (provided in the freight terminal) with your name and unit/lot number written on them.

Note that while most summer ferries stop at the DC pier & the State pier (GDI), many off-season ferries stop only at the State pier (GDI). Freight stickers for DC will be off-loaded at GDI if there is no DC stop. The DC resident assistants who meet the bus will ensure that your freight gets to your home. When checking freight, assume that other items will be stacked on top of your things before you see them again so pack accordingly. If not well packed, fragile items should be hand carried.

“Up freight” is CBL’s term for items that are sent as freight **from** DC to Portland. There is a charge for this service. For large items or shipments, an advance call to CBL is necessary (and even for a small shipment if you are not accompanying it). If multiple carts are needed, prior arrangements are a must. Payment for up-freight can be made at the terminal in Portland and must be done before you claim the freight in the freight center at CBITD.

B. Water Taxis.

Water taxis are an alternative to the ferry. These boats pick up and drop off at the landing between Casco Bay Lines and RiRa’s Restaurant in Portland. The boats are all enclosed and heated but by law can carry a maximum of 6 passengers and no freight (except hand carry-ons). Babies count as passengers, even tiny ones, and the 6 passenger rule is strictly observed. Rates change depending on the time of day and season of the year, and availability is not guaranteed so it is imperative to call ahead to schedule.

Also, be aware that there won’t be a van waiting for you when you arrive at DC on a water taxi. It is not the responsibility of RA’s to meet water taxis with the van, and never at the State Pier. If pick-ups are made at the Diamond Cove dock during regular hours (when the RA is free), a charge-back fee will be assessed to the homeowner.

C. Barge Operators.

Lionel Plante (Coley) 207-766-2508

When arranging for the transport of large amounts of trucked freight to Diamond Cove, such as a moving van with household furnishings, or building materials, it is easily accomplished by hiring a barge. Advance arrangements must be made between your truck driver or moving company and one of the barge operators, to coordinate an optimum day and time for delivery and return. Plante operates a large barge that cannot land at low tide. Barging large shipments is more practical and in most cases cheaper than shipping freight on the ferry.

The Diamond Cove Property Manager must be notified at least 24 hours in advance of any barge delivery.

When shipping individual pieces or smaller amounts of furniture or appliances, it is cost effective to send your items as freight on Casco Bay Lines. Many stores in the area will deliver to the terminal. (If you are using this method, don't forget to notify the property manager well before you anticipate the item(s) will arrive at DC so that they can assist with delivery to your home. If Diamond Cove employees or trucks are involved in your delivery there will be a charge on your monthly statement.

D. Parking in Portland.

The Casco Bay Lines Garage, attached to the terminal, is the most convenient parking. The ferry terminal is located at 56 Commercial Street on the Maine State Pier. There is a long waiting list for long term parking spots, so it is recommended to add your name to the list as soon as possible. The garage can be reached at 207-761-9591. Other long-term parking is available at a number of municipal lots along Commercial St. within easy walking distance of the terminal. Be sure to give yourself time to park before your ferry departs.

Ocean Gateway Garage - 207-772-6327

5. EMERGENCY AND MEDICAL INFORMATION

A. Medical Emergencies

From a landline dial Dial 911

If you dial 911 from a cell phone, you will be connected to Maine State Police Dispatch; tell them you need to be connected to the City of Portland Dispatch.

Tell the operator: "There is a MEDICAL emergency at Diamond Cove on Great Diamond Island." Describe the emergency: name of patient, problems/type of injury, location: Unit #, Street name & number, Homeowner's Name

Be prepared to answer other questions from the dispatcher such as your name, or the phone number from which you are calling.

STAY IN PLACE! WAIT FOR HELP TO COME TO YOU.

NOTE: Trained emergency medical personnel, such as First Responders and

EMTs, may not always be available on the island before professional paramedics can arrive from Portland.

Please contact Bruce LaPierre, Fire Captain (lapierre@wulaw.wustl.edu) if you are interested in EMT training or becoming a volunteer firefighter.

Medical information cards are available from the site manager and should be filled out for each household member and stored on the refrigerator.

B. Fire

Dial 911

If you dial 911 from a cell phone, you will be connected to Maine State Police Dispatch; tell them you need to be connected to the City of Portland Fire Dispatch.

Tell the operator: "There is a FIRE emergency at Diamond Cove on Great Diamond Island." State the nature of the fire and the location: Unit #, Street name & number, Homeowner's Name.

In case of FIRE: sirens will alert islanders who will meet at the FIRE BARN at the security building.

Sirens. Island-wide fire sirens are tested each Sunday at, or very close to, 1:00 PM. If you hear the siren at any other time, it is important that you report to the Fire Barn to offer assistance, if needed. Our trained volunteer fire department will always take the lead. Do not bring children. If you have children in your care, you should not report. The siren does not normally sound for a medical emergency. Emergency personnel are notified via pager and/or radio. However, if Portland Dispatch does not receive confirmation within a short time that someone is responding, the siren will sound.

C. Volunteer Fire and Rescue Company

Great Diamond Island Fire and Rescue Company is a volunteer fire and rescue company made up of island residents. Training for these volunteers is supplied by the Portland Fire Department and is an ongoing process. The current responsibility of the volunteer company is:

1. Get the emergency equipment (fire truck and/or ambulance) to the scene and get it set up for operation.
2. Evaluate the situation and communicate it to the Portland firefighters and/or medical personnel en route.

3. Stabilize the emergency to the limit of the company's training, whether a medical emergency or fire.
4. Transport the Portland firefighters and medical personnel to the scene and hand off responsibility for the emergency to them.

D. Poisoning

New England Poison Control Center 1 800 222 1222

E. Other Medical Needs

Great Diamond Island has no on-site medical facilities, but there are numerous medical and veterinary services available in the Portland area, including:

Hospitals

Maine Medical Center
22 Bramhall St.
Portland, ME 207-662--0111
Mercy Hospital
144 State St.
Portland, ME 207-879-3000

Urgent Care/Walk-In Clinics (minor emergencies):
Brighton First Care (a division of Maine Medical Center)
335 Brighton Ave., Portland
207- 662-8111

Veterinary Services: Animal Emergency Clinic (24 hours)
352 Warren Ave., Portland
207 878-3121

Pharmacies

CVS Pharmacy (multiple locations): 1-800-746-7287
Rite Aid Pharmacy (multiple locations): 1-800-748-3243
Hannaford Pharmacy, 295 Forest Ave., Portland, 761-5967

MobyRx located in South Portland will deliver prescriptions to Casco Bay Lines only in an emergency. 207-899-4600

6. DOMESTIC ISSUES

A. Van Service

Security provides transport for homeowners to and from the dock for all DC ferries and some at the State Pier. Rides for residents, their guests and renters are paid for through Association fees or rental impact fees and require no payment at time of transport. Luggage, groceries and personal items are also picked up and delivered from the docks. Transport from your door to the dock can be obtained by calling Security (767-8491, dial your phone number into the paging system for call-back) well in advance of the ferry (i.e., 1 hour or more). It is helpful for Security to know in advance if you have additional people or items to be transported to the docks. Also, if you are at the Portland terminal and notice an unusually large number of riders coming out to DC, please call Security and let them know. Please note that the van only meets scheduled ferries, and should not be called to meet any water taxi arrivals.

B. Trash Removal

Trash is picked-up curbside by Maintenance each Monday. All trash and garbage must be in blue City of Portland plastic bags and placed inside secured garbage cans. Blue bags can be purchased at area grocery stores and at the Casco Bay Lines ticket window. Place cans at curbside on Monday before 9:00 AM. Homeowners should return cans to their porch after pick-up if possible.

All recyclables should be placed in a blue recycle bin (contact the Property Manager if you need one). This includes newspaper, plastic, glass & broken down cardboard.

Green Clynk bags with returnable cans and bottles are placed on the curb for pick up on Tuesday mornings. Empty banana boxes are picked up on Wednesday for return to the appropriate store for re-use. (the day after island shopping day)

C. Recreational Facilities

DCHA facilities are on shared, common property (see Maps). This property is not public, but rather, privately owned by all members of the DCHA collectively. Availability is open to homeowners and their accompanied guests, and some common areas (such as the outdoor chapel, beaches, picnic areas and the Administration reception facility with kitchen area) can be reserved by homeowners for private use at specific dates/times by contacting the property manager. The Art Gallery is also common property. Homeowners may reserve the Art Gallery for private functions (parties and receptions) Arrangements for use of this facility should be made by contacting Chris Carman at christopher@foresidemangement.com

Use of DCHA facilities carries with it the responsibility to care for them, and leave them in a good, or better, condition than that in which they were found. If Security finds that clean-up is required after use, the reserving homeowner will be charged accordingly for hourly labor. This includes charges to parents for clean-up after unsupervised use by children. Common facilities include:

- Pool
- Tennis courts
- Basketball Court (pick-up games welcome)
- Bowling Alley & game room
- Fitness Room, (code is 5358) and Yoga Room (Admin, downstairs)
- Reception Rooms & kitchen (Admin)
- Video and Book Exchange -- leave videos and books you wish to share, and borrow any that interest you. Games are also available.
- Outdoor chapel
- 6 beaches & recreation areas (see map)

In addition, the Diamond Cove Community garden with individual plots is located on the West Shore near the maintenance building and available for use on a first come first serve basis by any interested homeowners. There is a one-time fee to cover infrastructure costs and then all ground work and fertilizing are the responsibility of participants. Contact Bjarni Brown at bjarni.brown@gmail.com

D. Alarms and Winterizing your Home

Many residents occupy their Diamond Cove homes seasonally, and may choose to winterize their homes. A complete winterization requires emptying water pipes. This is done so that when temperatures in the house reach freezing, water pipes do not swell and burst. Typically this must be performed by a plumber. Alternately, many people choose to keep their temperatures at 50 or 55 degrees throughout the winter, to prevent freezing of pipes. For homes with oil heat, this means you want to implement an auto-fill arrangement with your provider. Ted Weber will automatically fill oil tanks for Dinosaur Enterprises customers on a regular basis, and mail bills to your off-island address. As an added precaution, some homeowners install cold weather alarms (such as the Watchman, a \$20 device which plugs into a lamp with a red light, and goes in your window, where it will flash visibly in the event your temperature falls below a pre-set threshold). It must be plugged into an outlet on an inside wall to work properly.

Many homeowners also utilize more sophisticated monitoring systems that monitor for fire, break-ins and low-temperature. Such a monitoring system is set to alert the monitoring company 24/7, who in turn notify Police or the Fire Dept., the homeowner (at any numbers provided), and Diamond Cove Security. The homeowner supplies contact numbers to the monitoring company, so be sure these are updated regularly! It is each homeowner's responsibility to follow up on alarm notification.

E. Dogs and Other Pets

Anyone wishing to bring a dog on the Diamond Cove Van must call for a reservation well before the ferry time. Please be advised that for courtesy and allergy reasons, dogs may be required to have an early pick-up or to wait for a second trip of the shuttle bus. This is especially true for the 7am ferry into town.

Only residents, guests residing with a resident, and approved renters are freely permitted to bring pets to the island. Please refer to the pet policy found on the Diamond Cove website.

F. Getting and Sending Mail and Packages

Incoming Mail is delivered via Casco Bay Lines to the Diamond Cove dock. Generally speaking, it is sorted and placed in individual mailboxes on the lower level of the Administration Building by 10am. Registered mail, return receipt requested will be held at the Post Office in town until you go in and sign for it.

All letters or packages should be addressed:

Your Name
Your E911 address
Diamond Cove
Great Diamond Island, ME 04109

The 04109 zip code is a city of Portland designation for Great Diamond Island, but the post office employees have asked that "Great Diamond Island" be used as the city name, to assist the people who sort the mail.

Outgoing Mail can be hand-carried to the mainland. There is a mailbox at the ferry terminal which is collected daily at 1PM.

Forwarding Mail:

The U.S. Postal Service will not forward mail addressed to Diamond Cove. Therefore, it is a situation which must be handled with the cooperation of the homeowners and members of the staff who sort the mail. Please observe the following policies.

Permanent Change of Address:

When residents of Diamond Cove who have been receiving their mail at DC move away permanently, they should leave sheets of peel-off labels with their new addresses with the manager. The mail sorters will affix the label over the old address and return the items to the post office to be forwarded.

Seasonal Change of Address (to an alternate permanent address).
Same as above except homeowners should leave written instructions with manager indicating dates to begin and end forwarding.

Seasonal Departure to Uncertain Address

Some homeowners at Diamond Cove live on their boats or travel for a part of the year and do not have an alternate permanent address. In this case, the homeowner needs to set up an account with FedEx or UPS and leave prepared mailers with the manager. When the homeowner is at a location at which he/she can receive a mail delivery, they can call the manager and give the address of their temporary location. The manager or one of the staff will fill out the address label with the homeowner's account information already imprinted on it, and put their accumulated mail (usually just first class unless otherwise requested) into the mailer and deposit it in one of the appropriate boxes near the ferry terminal on the next trip to mainland.

FedEx, UPS and other package services deliver to Casco Bay Lines and CBL delivers the items to Diamond Cove, where our drivers will bring them to your door. There is no additional charge for this delivery by CBL. When ordering items to be delivered by this method, just use your regular mailing address; the freight forwarders recognize the 04109 zip code as an island destination and automatically delivers to Casco Bay Lines.

G. Port Island Realty

Port Island Realty, is the island real estate office. Great Diamond Rentals also has an office at this location. Contact Amy Farrell at 207-233-0033. Visit <http://www.diamondcove.com> under the real estate section to view available properties for sale and rent.

H. Diamond's Edge Restaurant

Restaurant Direct: 207-766-5850

Event Inquiries: 207-523-2014

Visit <http://www.diamondsedgerestaurantandmarina.com> or <http://www.diamondcove.com> under Amenities for more information

I. Groceries.

Provisions can be purchased in Portland. You may hand-carry your groceries, or have them shipped out as freight by Casco Bay Lines (CBL). Shipped groceries are picked up at the dock by Security, and delivered to your door (be sure all boxes are clearly labeled with your name and house number). Grocery stores will pack in banana boxes on request. Alternately, groceries sent through

participating stores on “island shopping day” (Tuesdays, see below) are covered by a small shipping fee paid at the grocery store.

Whole Foods Market delivers 7 days a week, at no charge, as long as shopping is completed before noon. Simply indicate that it is an island delivery when checking out. They also offer services over the phone and online.

In warm weather it is best to use a portable cooler chest and carry frozen items/perishables on the ferry yourself (otherwise perishables will sit in boxes at Freight until delivery on the afternoon boat)

More information on all grocery shopping from Portland can be found at <http://www.diamondcove.com/portland-connection/food-shopping/>

J. Live Lobsters

Lobsters (in season) are caught by an island lobsterman and available for delivery by calling Max Bogdanovich @ 207-229-7744. Please give 24 hour notice.

K. Newspapers

Newspapers are brought to Diamond Cove via CBL and are delivered to your home by the RA on duty.

The numbers to call are:

Portland Press Herald 207-791-6000
New York Times 1-800-698-4637
Wall Street Journal 1-800-568-7625

L. Oil, Gas & Firewood

Fuel may be obtained on-island from the following providers:

Dinosaur Enterprises (Ted Weber) at 207-766-5673 or dinosaurenterprises@yahoo.com. They supply heating oil and arrange for furnace cleaning and help with heating needs.

Peaks Island Fuel at 207-766-5700 delivers propane to the island. They will also do installations, service and repairs.

Maine Island Energy delivers propane to island, and also services equip - 207-808-3222

M. Tradesmen Contact Information

This list of people who have done work at Diamond Cove is provided for your convenience. DCHA does not warrant the work of any of these people. If you have a major construction project, it is best to get current advice and assistance from the Property Manager.

Contractors:

Foreside Management Company: Jeff Martin 207-775-2325

Ken Stover Carpentry: 207-318-8119

Monaghan Woodworks: 207-775-2683

Goduti Construction: 207-774-2753

Taggert Construction: 207-865-2281

Mast Construction: 207-317-0561

Architects:

TFH Architects: 775-6141

Whitten Architects: 774-0111

Stockly Associates Architects: 772-0037

Winton Scott Architects: 774-4811

VanDam and Renner: 775-0443

Will Pogar / Calendar Island Architects: 885-9133

Jim Sterling: 772-0037

Surveyors, Engineers, Planners and Soil Scientists:

SGC Survey and Geodetic Consultant: 207-856-0006

Sebago Technics: 856-0277

Land Use Consultants (did original work at Diamond Cove and has test pit results for satisfactory septic systems): 878-3313

Al Frick: 839 -5563

Waste Management:

Troiano Waste Services: 767-2070

Pine Tree Waste: 773 1122

Roofing:

Mike Cabin: 724-640-7577 / slate and metal roofing (in Pittsburgh but travels world over and has come to DC for a couple of weeks each year to handle slate roof repairs)

G & E Roofing: 800-287-4239

Scott Harris: rscotthinstall@maine.rr.com

Electric:

Seacoast Electric (Harry Papkee): 797-0052 or 232-9159

Painting:

Chris Hayes: 650-6276

Neil Attfield: neil@craftfineinteriors.com

Pond Cove Paint (will deliver to ferry terminal)

Sean Aldrich Home Improvements (see carpentry)

Maine Hardware: 773-5604

Plumbing:

Blow Brothers (septic): 1-800-427-6889

Morrison Plumbing and Heating: 934-1687

Appliance Repair:

Agren Appliance, 874-4739

Carpentry:

Ken Stover -207-318-8119 kenstoverbuilding@gmail.com

Sean Aldrich Home Improvements (painting and carpentry) 207-438-9106 cell: 603-828-6325 pitchfork@verizon.net

Plaster / Veneer Plaster:

Advanced Plaster/ Rob Twombly: 207-879-2224

Mason:

Forside Management Company: Jeff Martin 207-775-2325

Cornerstone: 839-8870

Gnome Masonry: 781-2955

Sam Miller: 353-6991

Heating:

Forside Management Company: Jeff Martin 207-775-2325

Dan Weber: 607-423-2132

Peaks Island Fuel: 766-5700

Morrison Plumbing & Heating: 934 -1687

Island Plumbing and Heating: 329-5802

Window Cleaning:

Jerry La Casse, 73 Big Woods Rd, Harrison, ME 04040: Home Phone
583-4066 Cell 831-0029
Maine Panes: mainepanes@gmail.com 207-776-3632

Landscaping:

Far Horizon - Jeff Josephs, 781-4844
LST Landscaping -Rod Wimert, 878-1578 Gnome:
781-2955
Natures Design –Gary Verrill:892-9250
Stanwood Newell (arborist): 766-2491
Whitney Tree Service - 800-660-2456
All Things Green - 207-615-7633

Hardware and Lumber:

Maine Hardware (Ace) will deliver to ferry. St. John Street – 773-5604
Rufus Deering will deliver to ferry. Commercial Street – 72-6505
Hillside Lumber will deliver to ferry: 839 -2575

Security Monitoring and alarm systems:

Cunningham Security: 878-5858

Satellite Dish service:

Direct TV – 800-531-5000

7. KEEPING A BOAT AT DIAMOND COVE

Some homeowners enjoy keeping a sail or power boat at Diamond Cove. The following section outlines useful facts about the Marina, permanent moorings, short-term dockage, repair and hauling facilities, and fuel.

Rack space for kayaks, canoes, or dinghies are available at two DCHA beaches.

A. The Diamond Cove Marina

For information regarding the Marina visit

<http://www.diamondsedge.restaurantandmarina.com> or www.diamondcove.com under Amenities

See Repair and Hauling Facilities, below, for other shoreline pump-out facilities. In addition, Friends of Casco Bay provides a mobile pump-out service. To contact Friends of Casco Bay, call BayKeeper II on VHF Channel 9 on your boat radio or call 776-0136.

B. Moorings

Diamond Cove homeowners can arrange for a permanent mooring by calling the Portland Harbormaster (772-8121). The Harbormaster will provide details on the requirements as well as a list of authorized persons for installing the mooring.

C. Short-Term Dockage

Short-term tie-up arrangements can be made for a modest fee at any of the marinas listed below. Public docks are available near the Casco Bay Lines terminal in Portland for brief (up to 30 minutes) tie-ups and discharge of passengers.

D. Repair and Hauling Facilities

Call on VHF Channel 9:

- Handy Boat Service, Falmouth Foreside 781-5110 (pump-out available)
- Brewer's Marina, South Freeport 865-3181 (pump-out available)
- Spring Point Marina, South Portland 767-3254 (pump-out available)
- Portland Yacht Services, Portland 774-1067 (pump-out available)

E. Fuel (Gas and Diesel)

Call on VHF Channel 9:

- Dimillo's Old Port Marina, Portland 773-7632
- Handy Boat Service, Falmouth Foreside 781-5110
- Spring Point Marina, South Portland 767-3254
- Sunset Marina, South Portland 767-4729
- Maine Yacht Center, near B&M Baked Bean Plant 842-9000

8. RENTALS AT DIAMOND COVE

A. Background

Many owners of vacation homes at Diamond Cove choose to rent their units when they are not in use. While some homeowners arrange their own rentals, many take advantage of the services offered by Great Diamond Rentals (GDR, usually referred to as "the rental program," see below).

B. Great Diamond Rentals

Great Diamond Rentals provides a number of services to its homeowners including: 1) assistance in preparing the home for rental, 2) discrete but effective advertising, 3) a screening of prospective renters during the reservation process, 4) handling of required leases, approvals, security deposits and fees on behalf of unit owners, 5) meeting every rental group at the dock and escorting them to their homes, 6) an informal introductory tour, 7) printed information on community amenities and expectations (including an electronic copy of the Homeowner Manual), 8) arrange that all guests have towels and linens 9) arrangements for housekeeping services at the end of each rental. Finally, the rental service will monitor homes during the off-season for a fee, and can make arrangements for repairs, etc.

For further information on Great Diamond Rentals, please contact:

Amy Farrell
207 233 0033
greatdiamondrentals@gmail.com
www.diamondcove.com under real estate

9. DC NOTIFICATION EMAIL

A. Homeowner Notification Email

Electronic communication provides a key means of interaction for Cove residents. Although the majority of informational postings such as BOD Agenda and Minutes, Budget, Events, and other important Homeowners documents are posted on the Diamond Cove website, there will be some communication that is sent via email. Any homeowner who currently does not receive emails from this notification list and wishes to, should contact Chris Carman at christopher@foresidemanagement.com to be added. Members who have information they believe to be of community relevance (upcoming events, fire training sessions, City meetings, ferry schedule changes, etc.) can email Kelly to post news on the Diamond Cove website.

B. Diamond Cove Website, www.diamondcove.com

The Diamond Cove website, launched in April 2014, is an important resource for all homeowners, guests and visitors. The public site offers a plethora of information regarding the history of Fort McKinley, Diamond Cove's many amenities, information on Portland's offerings, upcoming island events, Real Estate, and DCHA information meant only for Homeowners. Under the homeowner login, homeowners will find important documents; Covenants & By-Laws, Board agendas and minutes, Pet Policy, Golf Cart Policy, Design Review Board documents, Rental listing agreements, and much more.

C. DCHA Directory

The Homeowner Contact Directory can be found on the Diamond Cove website under the private Homeowner login page. This information provides only fellow homeowners with contact information including on island addresses, off island addresses, phone and email contact. If you need to add information or make changes to your contact information email Chris Carman at christopher@foresidemanagement.com