

June 10, 2025

This notice begins a 10-DAY period in which homeowners are given NOTICE and can submit COMMENT.

## **Autumn Ridge Condominium Association, Inc. Security and Surveillance Camera Policy**

### **Notice To Unit Owners**

The Board of Directors at Autumn Ridge Condominium Association plans to adopt the following Security and Surveillance Camera Policy for the community. This Rule will be added to the Association's Rules and Regulations once passed. Please see attached the written policy the Board plans on reviewing, voting, and signing on June 25, 2025.

Existing Cameras will be allowed to be kept but notice of existing Cameras must be submitted to this office before June 23, 2025. Please see #3, page 3.

Interested Unit Owners are invited to comment on the proposed Rule. If you would like to comment, you are requested to do so, in writing, prior to the conclusion of the comment period on June 25, 2025. Please send your email correspondence to the Association's property manager (Rob Blaskey at Rob@cmproperty.com) or mail to:

CM Property Management  
P.O. Box 690  
Southbury, CT 06488

The Board is empowered to adopt the policy pursuant to Section 47-244 and 47-261b of the Connecticut General Statutes after the comments are reviewed. Comments will be reviewed by the Board of Directors after JUNE 25, 2025. The Board's intention will be to adopt the amendment after this said JUNE 25, 2025.

Respectfully,

Autumn Ridge Condominium Association Board of Directors



**Autumn Ridge Condominium Association, Inc.**

**Surveillance Camera Security Policy**

Autumn Ridge Condominium Association, Inc. (the "Association") has installed security cameras in the community. They are currently in the following locations: 1) \_\_\_\_\_; and 2) \_\_\_\_\_. The Association may install additional cameras in other locations, as determined by the Board of Directors. These security cameras have been installed for the protection of Association assets and for the security of residents and their guests.

In order to ensure that video surveillance is not abused or misused, the Board of Directors agreed that a security policy should be enacted to govern the use and access to such video surveillance of the Association, and the use of personal video surveillance among Unit Owners and residents.

**Underlying Principals**

The safety of residents and community property are critical aspects of this community. The Association installed video surveillance to help keep property and residents safe. The Association hopes that the video surveillance will provide not only a deterrent to inappropriate behavior but can be used as a means of identification in the event of damage or criminal activity. In addition, the Association recognizes that Unit Owners may want or desire to install and maintain their own personal video surveillance equipment to further protect their property and keep themselves safe.

**Policy Statement**

The Association recognizes the need to balance individual's right to privacy and the need to ensure the safety and security of the community and residents, which must be respected by both the Association and all Unit Owners in their respective uses of video surveillance. The Association therefore has adopted a policy which upholds these rights but provides the necessary mechanisms for protecting the community.

**Scope**

This policy applies to all video surveillance systems installed by the Association which are permanently installed and whose presence is detailed on posted signage, as well as personal video surveillance equipment installed by residents.

**Installation, Placement and Maintenance of Video Surveillance Equipment**

**Video Equipment / Records**

**1. Type of Equipment**

The Association will use Digital Video Recorders to collect and retain real-time video for a minimum of 36 hours or longer depending on the equipment and the capacity of internal storage devices.

## 2. Placement

Video recording equipment has been placed in visible locations, which present the best surveillance options with respect to desired coverage, specific surveillance targets and lighting conditions. Cameras are positioned so as to not willfully intrude on a unit owner's or resident's property or privacy.

## 3. Signage

Signage has been erected in conspicuous location(s) notifying all parties that the area is under video surveillance.

### **Access to Video Records**

#### 1. Access: Association/Unit Owners

Access to video surveillance and surveillance records shall be secured and restricted to the Board of Directors. Requests for viewing video surveillance footage shall be in writing and shall be directed to the Board of Directors. Unit owners may be allowed to view pertinent footage only upon majority agreement of the Board of Directors and only in response to an event which has occurred, including but not limited to vandalism, property damage, litigation evidence, criminal activity, insurance investigation and suspicious activity. The Board of Directors will only review video footage in response to a specific complaint or if a specific issue of concern becomes apparent. No Board member, owner or resident shall view video surveillance footage alone.

#### 2. Access: Law Enforcement

If access to video surveillance is requested for the purpose of law enforcement investigation due to criminal activity or potential criminal activity, pertinent footage related to the investigation shall be provided to the law enforcement officials.

#### 3. Security / Storage

Active video records shall be stored in secured enclosures with limited access. Archived video records shall be stored only for investigative or legal purposes.

#### 4. Access

All instances of surveillance footage being viewed by the Board of Directors, owners, residents, or law enforcement, shall be entered into the minutes of the Board of Directors' meeting.

#### 5. Timely Requests for Data

The duration of historical data available is limited to the specific DVR/device drive capacity. Requests for data should be limited to a specific date range and time.

### **Custody, Control, Retention and Disposal of Video Records**

The Association has no desire or intention to retain video recordings except as required for investigations or evidence. In normal operating conditions, video surveillance footage will automatically be erased or overwritten by the recording device when capacity of the device has been exhausted.

Specific records relating to evidence or investigations which need to be retained, may be copied onto portable media and stored for as long as required based on the investigation type.

## **Accountability**

The Association's Board of Directors is responsible and accountable for implementing, enforcing and monitoring the deployment, use and viewing of all video surveillance.

## **Unit Owner Surveillance Cameras**

### **1. Cameras on Common Elements Prohibited**

Unit Owners are prohibited from installing surveillance cameras of any kind on any portion of the Common Elements.

### **2. Only Doorbell Cameras Permitted**

Subject to paragraph 4 below, Unit Owners may only install doorbell cameras such as Ring, Google Nest, Blink, Eufy or other similar doorbell cameras and no other type of surveillance camera.

### **3. Existing Cameras**

Notwithstanding paragraphs 1 and 2 above, those cameras installed as of the date of the adoption of this Rule will be permitted, provided that: 1) any such camera is not causing damage to the common elements or units; 2) upon the camera's removal, such affected common element(s) will be restored to their original condition at the Unit Owner's expense; 3) any such camera is subject to all other terms and conditions of this Rule, including without limitation, paragraphs 4 through 6 below; and 4) any Unit Owner with an existing camera notifies the Association's property manager in writing within 30 days from the date of the adoption of this Rule of each such camera.

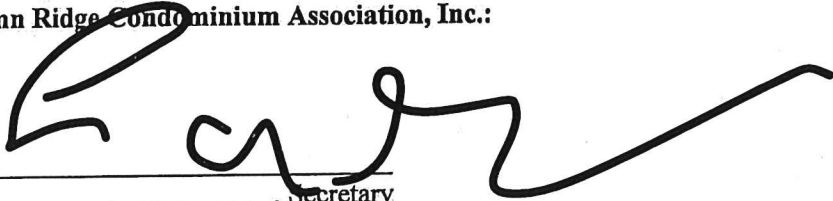
### **4. Invasion of Privacy Prohibited**

Units Owners are prohibited from installing doorbell or other surveillance cameras in such a manner that would violate or reasonably interfere with other Unit Owners' reasonable expectations of privacy in violation of applicable law. For example, doorbell cameras may not be installed on Units in a manner such that they are aimed to observe or record the activities of other Unit Owners within the confines of their Units. Unit Owners will be solely liable for, and shall indemnify, defend and hold harmless the Association, its officers, directors, employees and agents from, any and all claims, damages, costs and expenses (including reasonable attorneys' fees) for invasions of privacy arising out or related to their use of surveillance cameras installed on their Units.

### **5. Penalty for Violations of the Above Rules**

If the Association discovers that a Unit Owner installed a surveillance camera on any portion of the Common Elements, or has violated any other Rule herein, the Association shall have the right to a) remove the offending surveillance camera, and b) levy fines, legal fees and all associated costs against the Unit Owner, including without limitation, assessment of all such costs associated with the removal of the surveillance camera and the restoration of the affected Common Elements, following notice and an opportunity to be heard. The Unit Owner shall also indemnify, defend and hold harmless the Association, its officers, directors, employees and agents from and against any and all claims, damages, costs and expenses (including reasonable attorneys' fees) arising out of or related to the installation and use of doorbell or other surveillance cameras, their removal from the affected Common Elements or the violation of any other Rules herein.

Duly Adopted By the Board of Directors of  
Autumn Ridge Condominium Association, Inc.:

By:   
\_\_\_\_\_, Secretary