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Commercial & Investment Real Estate Management

Fall 2011



THE ABSTRACT

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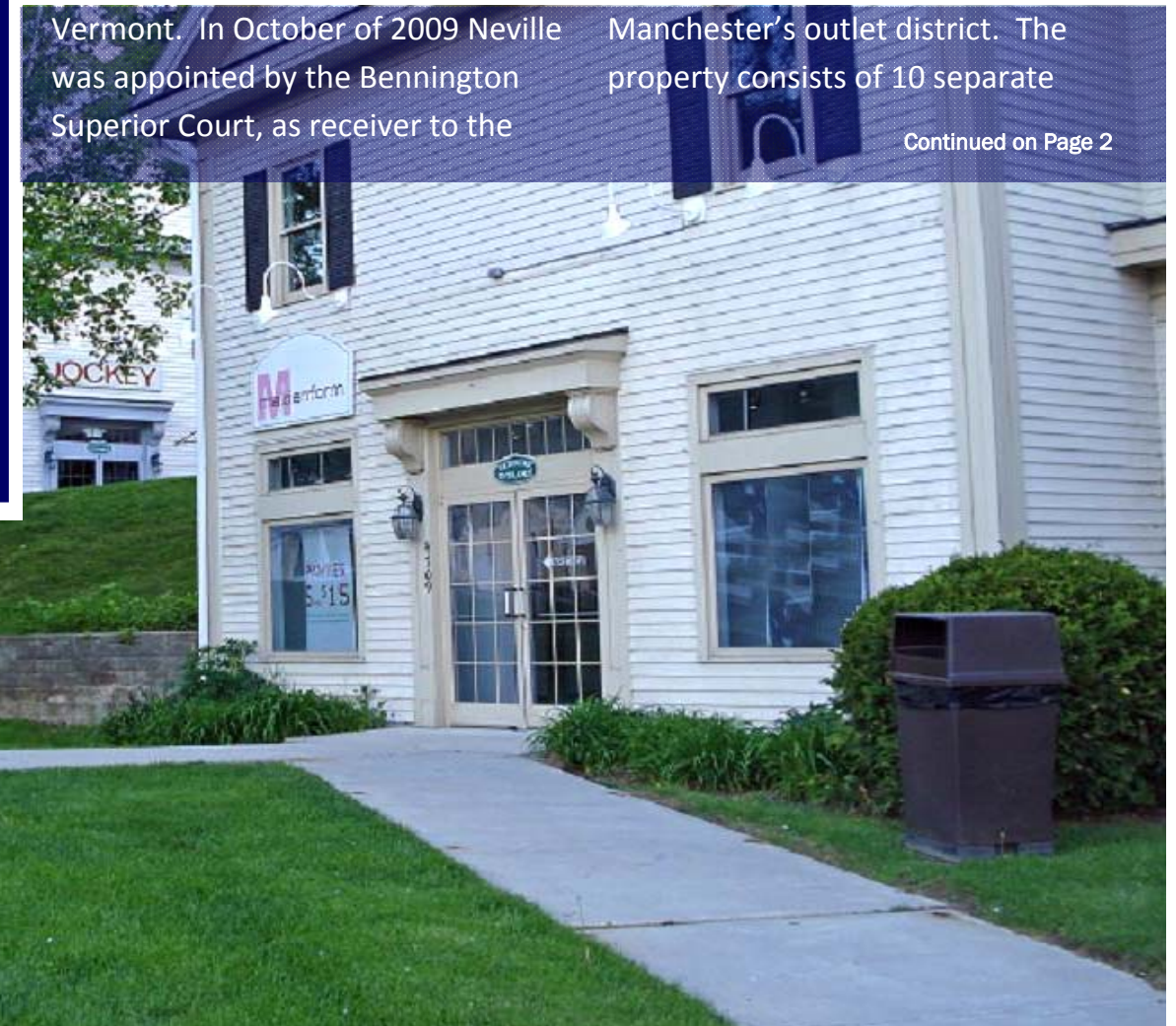
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NEVILLE RETAINS PROPERTY MANAGEMENT OF HIGHRIDGE PLAZA

Neville is pleased to announce our selection as property manager, by the new owner of the Highridge Shopping Plaza in Manchester, Vermont. In October of 2009 Neville was appointed by the Bennington Superior Court, as receiver to the

48,000 SF retail outlet center located on Main St. in Manchester. The shopping plaza is centrally located among several other destination retail centers in Manchester's outlet district. The property consists of 10 separate

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Neville Promotes Education of Employees

During 2011, two of Neville's property management team members Karleigh Hornick, Property Manager, and Geoffrey Grab, Director of Business Development, enrolled in and completed two separate commercial real estate education courses.



The courses are accredited by the Building Owners and Managers Association (BOMA) and the Institute of Real Estate Management (IREM) and counted as credit towards the property management designations of Real Property Administrator (BOMA, RPA) and Certified Property Manager (IREM, CPM).

Neville attracts career minded employees and feels it is important to reward it's dedicated staff by sponsoring their industry education. Our clients are the direct beneficiaries of the knowledge our management team gains from these course, in broadening our staff's understanding of their role as Property Manager.



For more information on Neville's on going employee educational efforts, please contact Michele Civiello, Director of Operations (and HR) at 802-419-6415 or mciviello@nevilleco.com.

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Highridge Continued Continued



retail buildings and boasts national tenants Bose, Pacific Sunwear, Jockey and Maidenform to name a few.

With the receivership nearing an end in late Summer, 2011, the potential owners recognized the value Neville had added to this asset and requested our continued management of the property. The new owner is also one of Neville's newest multi-site clients, Iron Point Titan Ventures, based out of Dallas, Texas.

We are excited to further our working relationship with Iron Point and honored to be their exclusive real estate managers in New England. Neville also manages retail assets for Iron Point Titan Ventures in Northern New Hampshire.

Property Manager, Karleigh Hornick, will continue to manage this project. For information about the Highridge Shopping Plaza, please contact Karleigh at phone 802-862-0208.

Tying Up Loose Ends

Fall is the time of year when people prepare for the upcoming winter and in commercial real estate management, it is no different. This is the season when property managers spend extra time in the office and out in the field, working on the following year's budgets and completing a lengthy list of housekeeping items before the weather turns cold.

One of the most important maintenance items our managers face prior to winter, is the integrity of a properties' roof. In August and September Neville employees will inspect our client's roofs, clearing off debris and looking for possible problems. All discovered roof issues are immediately addressed prior to the first snow flakes falling.

Equally as important as the condition of a roof, is the proper operation of HVAC equipment. Neville recommends to all of their clients that preventative maintenance is performed on HVAC systems in advance of the on set of colder temperatures.



Regular, detailed inspections of roofing are crucial to asset planning.



What can happen after several winters without crack filling your parking lot: aka "gatoring" (like alligator)



Tying Up Loose Ends Continued

It's easier to fix a heating problem when it is 60 degrees and you have the time; rather than in sub-freezing temperatures with upset tenants and potential for freezing pipes.

When we have handled all of winter's building concerns, Neville managers move on to grounds maintenance such as draining irrigation lines and fixing parking lot problems. A simple crack in a parking lot can turn into many cracks or a pothole if left alone (as seen in the adjacent photo). To prevent these problems we encourage our clients to have all major cracks filled to prevent water from penetrating asphalt and subsequently freezing and expanding.

The lesson here is a little effort in the Fall can prevent costly and time consuming repairs in the Spring.

Fresh Faces



Jennifer Bovat re-joined the Neville team in May of 2011 as an Administrative Assistant in the South Burlington, Vermont office. Jennifer worked for Neville

Companies previously in the accounting department before pursuing other opportunities with a Vermont real estate developer.

Jenny has a multitude of accounting skills and is the administrative backbone of the South Burlington office. We are ecstatic to have Jenny back at Neville.

Jennifer Bovat lives in North Hero, Vermont with her husband of 40 years. When she is not directing traffic or putting out fire at Neville, Jenny spends time with her two children and six grandchildren. She also enjoys camping, gardening and kayaking in her free time.



Kandi Chastaine joined Neville in August of this year as a Property Administrator in the South Burlington office. Kandi has already made a tremendous impact working on our residential portfolio, while at the same time supporting the

property management department. Prior to working at Neville, Kandi was the Assistant to the President of Bolton Valley ski resort in Bolton, Vermont.

Kandi lives in Richmond, Vermont with her fiancé Brian. Most of her free time is monopolized by her two children Teddy (12) and Abby (11), along with their cat and two dogs.

When Kandi can squeak out a spare moment she enjoys woodworking, gardening, shopping and traveling.

Kandi has made a great addition to the team and can be reached at 802-862-0208 or via email at kchastaine@nevilleco.com

