HARBORSIDE CONDOMINIUM TRUST

2009 ANNUAL MEETING MINUTES

The 2009 Annual Meeting of the Harborside Condominium Trust was held Tuesday, August 4, 2009 at the Boston Yacht Club. Sixteen units were represented at the meeting.

1. MOTIONS

A motion was made, seconded and approved unanimously, to accept the minutes of the 2008 Annual Meeting as written.

2. TRUSTEE ELECTION

Markwood Management announced that Warren Hendricks has been elected for a three year Trustee term with over 90% of the ownership interest voting in this year's election. Many thanks to both Warren and Bert for their past and continuing service to the Harborside property.

Bert Michaud spoke to the gathering regarding the election and how satisfying is was to have over 90% of Harborsiders participating in the vote. He also encouraged all unit owners to volunteer their services in the future.

Markwood Management will have Warren Hendricks registered at the Essex South Registry of Deeds.

3. FINANCIAL PRESENTATION

Trustee Don Nowland presented an in-depth narrative of the current financial position of the Harborside Condominium Trust (please see attached homeowner correspondence and proposed 2010 budget). The Board of Trustees is projecting a 2% overrun in the Operating Budget for fiscal year 2009. Although current projections indicate a significant overrun in snow removal, this overrun may be offset by an underrun in legal expense.

It is also projected that the Annual Contribution to the Reserve Account in 2009 will total $25,000.

The 2010 budget (please see attached) is projected to increase by approximately 3% resulting in a corresponding increase in Common Element Fees. This increase is driven by increases in Cleaning, Maintenance & Repair and Landscaping.

4. MAINTENANCE PROJECTS

Trustee Nowland continued his presentation by noting recently completed maintenance projects, including structural repair work to Buildings A, B, and C, extensive D Building structural repairs, B Building crawl space moisture control, D Building drainage system refurbishment and mold remediation repairs to unit C2.

It was also noted that the D Building structural repair and drainage project came in substantially under budget, and all homeowners have been notified that the July 2009

Special Assessment payment was the last payment necessary. Any prepaid homeowners will be reimbursed in full, plus interest.

Deferred maintenance projects include the B Building roof, refurbishment of D1/D2/D3 decking, and leveling of low spots in the parking area. The Board is reviewing the current finances relative to these projects and it is anticipated that the D1/D2/D3 deck refurbishment will take place in 2010, while the B Building roof and parking lot leveling may continue to be deferred.

Also deferred are repairs to the retaining wall between the Harborside and the Boston Yacht Club. The wall will be inspected, and trees and roots will be removed this year.

5. HARBORSIDE DOCK COMMITTE UPDATE

Harborside Dock Committee Board member, Bart Jones, updated the current financial situation of the Harborside Dock Committee (please see attached). Bart also discussed preemptive maintenance plans including periodic chain inspection and replacement, north dock planking replacement, and the addition of flotation for leveling.

6. SEGEE MEMORIAL PLAQUE

A plaque commemorating Bob Segee's spirit and service to Harborside will be placed on the seawall during a commemorative gathering on August 9, 2009.

7. PLEASE …..

- If you are a Harborside landlord and have not done so already, forward your lease arrangement to Markwood Management.
- Observe the fire lane and visitor (one hour) parking restrictions.

8. HOMEOWNER SUGGESTIONS

Leslie DeMoraes suggested:

- Next year's parking lot maintenance be done with a non-tracking product (not a black surface).
- Discontinue sidewalk salting.
- Remove large pine trees from D Building roof.
- Inspect B6 ceiling for mold/mildew.

Nancy Segee requests all utility lines and apparatus be appropriately labeled and that maps showing utility locations be posted in appropriate common areas.

Sally Plauche requested that landlords email tenant names to all residents in an effort to identify neighbors from visitors.

The Board will take these items under consideration.

9. ADJOURNMENT

There being no further business of the Harborside Condominium Trust, the 2009 Annual Meeting adjourned at 6:40 PM.

Minutes prepared and submitted by Markwood Management.

Attachments:
Letter to Harborside Owners – July 15, 2009
Proposed 2010 Budget
HDC Financial Report
Harborside Rules and Regulations

	HARBORSIDE CONDOMINIUM TRUST		
	DRAFT I		
		2009	**2010**
		BUDGET	**PROJECTED**
REVENUES			
A.	Condominium Fees	$159,480	$168,350
TOTAL INCOME		$159,480	$168,350
EXPENSES			
A.	Administrative		
	1. Insurance	$30,000	$30,000
	2. Management Services	9,300	9,300
	3. Tax & Tax Preparation	150	150
	4. Office Expense	2,000	2,000
	5. Legal	4,000	4,000
	TOTAL	$45,450	$45,450
B.	Utilities		
	1. Electricity	$2,700	$2,700
	2. Water & Sewer	4,900	4,900
	3. Cable TV	4,800	4,800
	4. Gas	1,000	1,000
	TOTAL	$13,400	$13,400
C.	Common Services		
	1. Rubbish Removal	$5,100	$5,100
	2. Snow Removal	5,000	**6,000**
	3. Exterminating	1,500	1,500
	4. Landscaping	7,630	**8,500**
	5. Cleaning & Bulbs	4,000	**6,000**
	6. Fire System	500	500
	7. Docks		
	Fee	5,400	5,400
	Insurance	2,500	2,500
	Utilities	2,000	2,000
	8. Heating Systems	2,000	2,000
	TOTAL	$35,630	$39,500
D.	Maintenance/Repair		
	1. Labor & Materials	$40,000	**$45,000**
	TOTAL	$40,000	$45,000
E.	Operational Reserves		
	1. Reserve Contribution	$25,000	$25,000
	TOTAL	$25,000	$25,000
TOTAL EXPENSES AND			
RESERVE CONTRIBUTIONS		$159,480	$168,350

The status of the HDC's finances as of July 19, 2009 is…

Currently we have $11,888.25 in the operating account and $6,485.85 in the reserve account for a total of $18,374.10.

We anticipate receiving some income funds from new seasonal renters (ie: kayak, on the dock dinghy) and temporary renters. We do not assume these to be substantial amounts however.

Additionally, we will be receiving the annual contribution of $5,400 from the HCT toward the end of the year. These monies will be deposited in the reserve account.

Estimated additional expenses for the rest of the year are as follows:

Replacement of chains; north and south floats:	$4,500.00
Haul of both floats:	$2,200.00
Storage of floats:	$2,000.00
Harbor float fee:	$ 122.00
Total anticipated expenses:	$8,822.00

This would leave the HDC with $3,066.25 in the operating account and the funds in the reserve account unchanged, assuming there are no further repairs or maintenance issues this year.

The HDC finances are sound, and we continue to build the reserve account for future capital improvements.