

HARBORSIDE CONDOMINIUM TRUST

BOARD OF TRUSTEES MEETING

FEBRUARY 2007

A meeting of the Harborside Condominium Trust Board of Trustees was held February 7, 2007. In attendance were Trustees Warren Hendriks, Don Nowland and Jim Walters. A quorum was present.

1. MOTIONS

The following motions were approved unanimously:

- To accept the January 2007 Trustee Meeting Minutes as written.
- To accept the January 2007 Financial Statements.

2. GUEST PRESENTATIONS

Homeowner Michaud expressed his dissatisfaction with the Board's decision to annually pay for the inspection of all heating boilers and hot water tanks at Harborside. The Trustees reiterated the compromise policy as follows:

- Annually, the Board will schedule and pay for an inspection of all heating systems, within the common areas and within individual units. A group rate has been established with Bartlett & Steadman.
- Monthly during the heating season, the Harborside maintenance contractor will check filters for those heating systems with filter systems and in common areas. Unit owners with filter systems in their units will check their own.
- If during the annual inspection, or at any time, the need for repair or replacement occurs, the unit owner will be responsible for that repair/replacement and payment.

Bert requested that when the condominium documents are rewritten, new language be inserted, placing the responsibility for inspection, maintenance, repair and replacement on the owner of each boiler or hot water tank.

3. HDC REPORT

Jim Walters reports that the floats are under repair, and he will be meeting with Dave Haley on February 8th to discuss the current status of the work.

4. ADDITIONS AND ALTERATIONS POLICY

The Board of Trustees is reviewing the revised Additions and Alterations Policy in an attempt to make it more "user friendly." Trustee Nowland will draft a letter to cover the Additions and Alterations Policy. The policy that will be forwarded to all homeowners.

5. HARBORSIDE WEBSITE

Recent use of the Harborside website indicates some outdated information. Trustee Hendriks will work with Webmaster, Bart Jones, to update the Harborside website.

The website is: www.harborsidecondos.net

User Name: owner

Password: data07

6. HARBORSIDE SAFETY COMMITTEE (HSC)

The HSC previously recommended that the Board consider storage for all unit owners under Building A. The Board has reviewed information prepared by Trustee Hendriks, and has agreed unanimously that storage under Building A is not feasible due to safety, fire prevention and design issues.

7. REMINDERS

- Please remember that your final Special Assessment payment for the Building B crawlspace moisture prevention project is due March 1, 2007.
- The Board requests that all homeowners be aware of any moisture intrusion into their residence, and that any such condition be reported to Markwood Management.

8. HEATING BOILERS AND HOT WATER TANKS

The Board has agreed that it will annually inspect all boilers and hot water tanks and maintain boiler filters at the expense of the Trust. The inspection will be done in the fall of each year and results of the inspection will be forwarded to all homeowners. Any material repairs on replacement of heating boilers or hot water tanks will be done at the expense of the homeowner.

9. MARKWOOD MANAGEMENT will attend to the following:

- Re-send January Minutes and Attachment as some homeowners did not receive them.
- Forward the performance to budget correspondence to Trustee Don Nowland.
- Obtain boiler inspection results from Bartlett and Steadman and forward to homeowners.
- Proceed with the installation of a new railing system for the Building D stairwell. This work to be scheduled for mid April. Markwood will obtain fire watch information and a definitive timeline for duration of job.
- Continue with the tagging of all utilities at Harborside.
- Proceed with the necessary changes to prevent water pooling on the steps of B-4.
- Notify the few homeowners who continue to pay their condominium fee at the 2006 rate.

10. ADJOURNMENT

The next meeting of the Harborside Condominium Trust Board of Trustees will be held **Thursday, March 1, 2007 at 3:00 pm at the residence of Trustee Warren Hendriks, Unit A3**. All Homeowners are encouraged to call in to the meeting using the following conference information:

- Please call 1-866-393-8073.
- You will be prompted to enter the meeting number *1169611*.

Minutes prepared and submitted by Markwood Management.