

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES **FEBRUARY 2005**

A meeting of the Harborside Condominium Trust Board of Trustees was held February 7, 2005. In attendance were Trustees Liz Michaud, Don Nowland and Jim Walters. A quorum was present.

1. GUEST PRESENTATIONS

- RON ERBETTA requested approval for modifications to unit #B2. Approval granted by Board of Trustees subject to the following:
 - Obtaining of appropriate permits (copies to Markwood Management).
 - Any venting or structural changes must be approved in detail by the Board of Trustees.
- DON NOWLAND request for modification of bathroom. Approval granted pending a copy of building permit.

2. DOCK COMMITTEE FINANCIAL REPORT

Bob Segee presented the 2004 year-end financial report from the Dock Committee (see attached). The report was reviewed by the Board of Trustees and the Board requested that Bob forward the following further information to Markwood Management prior to the June Trustee meeting:

- List of original contributors to the Dock account and the amount contributed by each.
- Bob Segee to also present a copy of the present "wait list" for dock space rental.
- The Board of Trustees will review the status of the dock reserves, the waiting list and clarify what it means to be "in good standing" for a dock space renter, relative to condo and assessment fees.

3. MOTIONS

The following motions were made and approved unanimously:

- To accept the January 2005 Board of Trustees meeting minutes as written.
- To accept the January 2005 financial statements.
- To accept the memorandum of record written by Trustee Nowland regarding the Boards' position on deferring the building D structural repairs to 2006.

4. SEAWALL

The permitting process has been completed and all permits are now in place allowing the Trust to proceed with repair work to the seawall. North Shore Marine has the work scheduled and is committed to completing the work prior to the putting in of the docks for the 2005 season.

5. SNOW REMOVAL

Many homeowners had a difficult time extracting their vehicles from the large deposits of snow left from the recent blizzard. The Board agreed to consider digging out homeowner vehicles and will consider this possibility on a case-by-case basis.

6. PAINTING

Osgood Painting is scheduled to begin the replacement of rotten wood during the week of February 7, 2005 with prep and painting to be completed during the month of May 2005.

7. DRAINAGE - BUILDINGS B & D

A drainage proposal for the rear and side of building B and all of building D has been received by the Board from D.J. and D. Corporation. The Board has reviewed that proposal and requested the Markwood Management obtain a second price prior to the March 2005 meeting.

8. HOMEOWNER MOORE LETTER

Trustee Nowland to respond to a letter from homeowner Moore regarding a variety of subjects.

9. PARKING

Trustee Walters to pursue the parking situation with homeowner Moore.

10. MARKWOOD MANAGEMENT was instructed to attend to the following:

- Obtain the 2004 year-end homeowner correspondence from Trustee Nowland and include in February mailing to homeowners.
- Forward the Condominium Rules and Regulations to homeowner Erbetta.
- Repair the following items in the spring:
 - o Plow damage (gates and anchor)
 - o Building C fence
 - o Compact Parking sign

- Respond to January 20, 2005 correspondence from Mr. and Mrs. Arrigo.
- Pay Abbott Property invoice.
- Post building C with a notice that all items being stored in the common area will be removed on March 1, 2005.
- Expand mailing list to include tenants when issues affecting all residents are being implemented.
- Present 2005 Markwood Management contract at the March Board meeting.
- Continue to obtain landscaping bids for the upcoming season.

11. The next meeting of the Harborside Condominium Trust Board of Trustees will be held Wednesday, March 2, 2005 at 4:00 PM at the residence of Trustee Nowland.
12. There being no further business of the Harborside Condominium Trust Board of Trustees the meeting adjourned at 5:45 PM.
13. Minutes prepared and submitted by Markwood Management.