

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

FEBRUARY 2006

A meeting of the Harborside Condominium Trust Board of Trustees was held February 8, 2006. In attendance were Trustees Liz Michaud, Don Nowland and Jim Walters. A quorum was present.

1 GUEST PRESENTATIONS

- Homeowner, Warren Hendricks, had questions regarding the storage of personal items in the common areas. The Board explained that the Harborside Condominium Rules and Regulations, B3, states the following: There shall be no obstruction of the Common Areas and Facilities, nor shall anything be stored in the Common Areas and Facilities, except in Storage Areas designated by the Trustees, or as otherwise approved in writing by the Trustees. Warren will submit to the Board a written request to keep certain large items, that will not fit in his storage bin, in the common areas.
- Warren Hendricks raised a question about the permissibility of satellite dishes. He was asked to send in his request in writing.
- Warren Hendricks also suggested that future communication from Markwood Management be more user friendly. The Board agreed with this and Markwood will make an effort to soften its narrative style.

2 MOTIONS

The following motions were made and approved unanimously:

- To accept the January 2006 Board of Trustees meeting minutes as written.
- To accept the January 2006 financial statements.

3. BUILDING D STRUCTURAL AND NORTH RETAINING WALL UPDATES

- The Board approved the hiring of Bergman Associates to begin the final engineering plan and "Requests For Proposal" for the structural repairs and drainage work associated with Building D. Once this information is obtained, Harborside Homeowners will be informed as to the special assessment amount and timeline. The project will likely be scheduled for 2007.
- The north retaining wall between Harborside and The Boston Yacht Club has been reinspected by Bergman Associates. The condition of this wall remains questionable, with some cracking and settling evident in the concrete block wall along the back of the car ports and trash room. As an intermediate step, the tree which is growing out of the wall will be removed (its root system is causing additional cracking in the wall). The Trustees will coordinate this removal with the Boston Yacht Club.
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4. UNIT B-10 REQUEST FOR COMMON AREA ALTERATIONS

- Unit B-10 has requested the installation of an exterior light which will illuminate the pathway and steps leading to their front entrance. The installation would be accomplished and paid for by the owner of unit B-10. The Board of Trustees approved this request as presented.

5. BALCONY WATERPROOFING

- The Board of Trustees has been collecting information and investigating the request by Unit B-10 to install a permanent waterproofing solution to the balcony of the unit above to prevent water dripping and ice forming on the surface of their main entrance. After careful review of this request, the Board has denied approval as it felt that these modifications to the common area would be precedent setting and the Board was concerned about future maintenance.

6. POLICY FOR THE ESTABLISHMENT AND OPERATION OF COMMITTEES

- The Board of Trustees has approved the attached policy on committees.
- **Please review the committee policy and consider volunteering for any of the standing or on call committees. Please forward your volunteer request to Markwood Management.**

7. INSURANCE RESOLUTION

The Board will discuss by conference call with Attorney Aronson the proposed Insurance Resolution that is presently under consideration. This conference call will be set up prior to the 17th of February. The Board will then consider the content of the insurance resolution and discuss at the March meeting.

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

- Forward the Maintenance Resolution and cover letter to Harborside Homeowners, and ensure that it is registered.
- Forward Common Element Fees delinquency update to Board members.
- Report monthly to Board regarding routine maintenance actions taken during the preceding month.
- Prepare for Homeowner distribution a cover letter for the Insurance Resolution that will address anticipated Homeowner questions.
- Have Attorney Aronson draft an Antenna and Satellite Resolution for presentation to the Board.
- Work with the BYC to remove the tree in the north retaining wall, leaving, yet killing, the stump.
- Investigate with Comcast the possibility of reducing the number of units now at the present bulk rate from 28 to 23.
- Repair roofs of Building B and D with the possibility of warranty work on Building D.
- Move ahead with the vent repair on the roof of Building D.

- Forward to the Trustees a pricing detail of the \$2,300 proposal for seawall light repairs. The Board will review this proposal and contact Markwood Management as to whether or not to proceed.
- Repair the sprinkler heads on the seawall.
- Invite Harbor Landscaping to attend the April Trustee meeting instead of the March Trustee meeting.
- Move \$15,000 from the operating account into the reserve money market account.
- During the month of February have the waste tank serviced, sanitize the trash room and adjust the timers on the common area lighting.
- Ensure lower wattage bulbs are installed in the exterior lights along Building A and the garages/car ports area.

9. ADJOURNMENT

The next meeting of the Harborside Condominium Trust Board of Trustees will be held March 1, 2006 at 3:00 pm at the residence of Trustee Don Nowland, Unit D4. 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.

Attachment: Harborside Policy on Committees