

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

APRIL 2005

A meeting of the Harborside Condominium Trust Board of Trustees was held April 6, 2005. In attendance were Trustees Liz Michaud, Don Nowland and Jim Walters. A quorum was present.

1. GUEST PRESENTATIONS

- Peter and Donna Rosenberg requested approval of modifications for unit#B10. As these modifications do not include any structural alterations, the Board approved the Rosenberg's application.

The Rosenbergs also questioned the protocol surrounding the waiting list for dock space as they would like to place a dinghy on the dock. Trustee Nowland will contact Bob Segee regarding the waiting list for dock space.

The Rosenbergs asked for resolution to water coming down from the deck above them and creating both a frustrating and potentially dangerous situation at their front entry.

Ron Erbetta, the homeowner above, has volunteered to put some type of matting on his balcony surface while the Board reviews other possible solutions, if any.

- Jean McKeon presented landscaping plans for building C to the Board for approval. The approximate cost for these landscaping improvements is \$5,000. It was noted that these improvements would benefit all homeowners, as this area is visible from all areas of the Harborside property and Lee Street. The Board's position is that with the large expenditures for seawall and painting that an additional \$5,000 may not be a possibility in 2005. The Board deferred a final decision until Jean has an opportunity to speak with other building C homeowners to determine if they are willing to contribute financially to this project.

Jean McKeon also indicated that she is waiting for the dock committee's position regarding slip space if she were to purchase a larger boat.

Jean also requested approval for the installation of an air conditioning condenser to be installed in the flowerbed in the back of building C, behind the existing shrubbery. The Board suggested she speak with Bart Jones regarding this installation and the application process. Jean will formally apply for this installation at the May meeting.

- Homeowner, Ron Erbetta applied for approval to route the kitchen and dryer vents for his unit B2, to the rear of building B. As this venting would not inconvenience other homeowners, the Board approved the location of the vents subject to approval by the Marblehead Building Department.

2. MOTIONS

The following motions were made and approved unanimously:

- To accept the March 2005 Board of Trustees meeting minutes as written.
- To accept the March 2005 financial statements.

3. DRAINAGE - BUILDINGS B & D

The Board of Trustees has deferred the B/D buildings drainage discussion until the May meeting in order to have time to review both the Dandreo and Bartlett & Steadman proposals.

4. CONDOMINIUM DOCUMENT REVIEW

Trustees Nowland and Walters will meet with Attorney Jim Brady to discuss the proposed Harborside Condominium Trust document review and revision.

5. UTILITY TAGGING

Trustee Nowland to contact Glover Property Management to request assistance from Scott Thibodeau in identifying and tagging all utilities and setting up a walk-around with Bert Michaud, Markwood Management and Scott.

6. PARKING

Trustee Walters has spoken with homeowner Moore regarding building A parking and the Board is reviewing this information. Trustee Walters will continue his discussions with homeowner Moore.

7. PARKING SURFACE

The Board of Trustees approved the New England Seal Coating proposal for patching, seal coating and striping the parking surface. This work to be scheduled as soon as possible.

8. PAINTING

The Board of Trustees has asked Markwood Management to substantiate the amount owed Osgood Painting, the exact total of project overruns and a payment schedule for Osgood. Once these items are confirmed, the Board will immediately send a Notice of Additional Painting Assessment to all owners.

9. IMPORTANT REMINDER – TO ALL OWNERS AND RESIDENTS

PLEASE DO NOT PUT NON-FLUSHABLE WIPES OR CLOTH RAGS INTO THE SEWER SYSTEM.

10. LANDSCAPING AND CLEANING CONTRACTS

The Board of Trustees will review the landscaping and cleaning proposals from Abbot Property Services and the RJL Company and advise Markwood Management at their earliest convenience as to their decision in order to proceed with an immediate spring clean up of the property.

11. DOCK COMMITTEE REPORT

The Board has continued their request to Bob Segee to forward information to Markwood by June regarding the following:

- List of original contributors to the Dock account and the amount contributed by each.
- Copy of the current “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.
- Trustee Nowland will contact Bob Segee regarding the forwarding of this information to the Board.

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

- Do an immediate posting of buildings B/C/D, requesting all homeowners to move all items from the deck surfaces so that the painters can complete the deck surface preparation.
- Work out payment details with Osgood Painting.
- Forward Bart Jones and Bob Segee’s contact information to homeowner Rosenberg.
- Review the North Shore Marine seawall contract to be sure that the remainder of the seawall cleaning is included in the \$45,000 contract total and notify Trustees of findings.
- Contract with New England Sealcoating to patch, seal coat and stripe parking lot surface, prior to May 15.
- Present crawlspace moisture update at May’s meeting.

13. The next meeting of the Harborside Condominium Trust Board of Trustees will be held Wednesday, May 4, 2005 at 4:00 PM. Location to be determined.

14. There being no further business of the Harborside Condominium Trust Board of Trustees the meeting adjourned at 6:00 PM.

15. Minutes prepared and submitted by Markwood Management.