

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

April 1, 2009

A meeting of the Harborside Condominium Trust Board of Trustees was held April 1, 2009. 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 March 4, 2009 Trustee Meeting Minutes as written.
- To accept the March 2009 Financial Statements.

2. EMAIL ADDRESS

If you are not receiving Harborside notices by email, please forward your current email address to markwoodmgt@hotmail.com.

3. HARBORSIDE WEBSITE

For your information the website is: www.harborsidecondos.net

User Name: owner

Password: lucky09

In an effort to streamline communication with Harborside residents and to lower mailing postage expenses, the Board has approved more use of the website designed by Bart Jones. Markwood Management and Bart Jones update the website information monthly.

4. FOUR GREGORY STREET EASEMENT

The Board continues to review the terms and conditions of the Four Gregory Street Easement. Trustee Nowland will forward to Markwood Management additional information for review.

5. 2009 MAINTENANCE PROJECTS

The following maintenance projects are proposed for the 2009 fiscal year:

- D2/D3 and C5 masonry repairs totaling approximately \$5,000. Work is scheduled to be completed by April 15th. Funding will be from the operating account.
- Repair of Buildings A, B, C foundations/crawlspaces. The Board has approved a proposal from Sutton Construction to conduct this work. Markwood Management will schedule a project completion date of no later than May 1.
- Deferred projects – D1, D2/D3 deck refurbishment. Repair of low areas in parking lot. Building B roof replacement. Seal coating and lining of parking lot.

6. DRYER VENT CLEANING

Markwood Management will contact all unit owners by email requesting detailed information regarding the following:

- Does the unit have a dryer?
- To where does it vent?
- When was it last cleaned?
- Distance to exterior of building?
- Does it tie into a neighbors (common) vent?

Once this information is obtained, the Board will make a decision on how to proceed with dryer vent cleaning.

7. LOAN PAYOFF

The Board is pleased to announce that the Building D structural remediation/drainage project was completed under budget. The result for all Harborside homeowners will be a smaller assessment than originally anticipated. Homeowners paying monthly can anticipate a last payment in the late fall, prepaid homeowners will be refunded monies plus interest based on loss of use of their money.

A formal notification will be forwarded to all homeowners once the loan is paid off in late August or early September 2009.

8. MARKWOOD MANAGEMENT will attend to the following:

- Continue resolution of the C6/C7 heating systems issue.
- Have Bartlett & Steadman inspect the gas lines in all buildings.
- Discuss with Jeanne McKeon her planting intentions for west side of Bldg. C.
- Contact webmaster Bart Jones regarding homeowner correspondence dated November 26, 2008. The attachments will not open.
- Ensure that February and March 2009 minutes and attachments are posted on the website.
- Move the large planter in front of building D back onto the parking surface.
- Straighten and paint the concrete filled parking posts behind building C.
- Put up flags at the end of April.
- Ensure that all carpeting has been cleaned.
- Remove salt buckets from building entries.

9. ADJOURNMENT

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 4:00 pm.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held **April 29, 2009, at 3:00 pm by conference call**. 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*.

If you are the first to arrive at the meeting site, you will be prompted to enter the "moderator code". The moderator code is *1631*.

Minutes prepared and submitted by Markwood Management.