

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

May 2009

A meeting of the Harborside Condominium Trust Board of Trustees was held April 29, 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 April 2009 Trustee Meeting Minutes as written.
- To accept the April 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.

5. 2009 DEFERRED PROJECTS

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 attempt a second contact by email to any owners not responding to the original request for dryer vent information at the Harborside property.

Please, if you have not responded to the Board's request for detailed information regarding the following, please do so at your earliest convenience:

- 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. PARKING

As the Harborside resident population returns to summer time levels, maximum use of the parking area will occur. Please, in the spirit of good-neighbors, familiarize yourself with the attached Harborside parking rules, paying particular attention to parts E.1 – E.4.

9. MARKWOOD MANAGEMENT will attend to the following:

- Continue resolution of the C6/C7 heating systems issue.
- Ensure that the hand rails for the entrance to C5/C8 are installed as soon as possible.
- Inspect Building B crawl space for moisture.
- Ensure that the Trust is being correctly charged for painting being done by the hour.
- Review the Harborside web site.
- Ensure that the large planter in front of D building has been moved away from the outhaul.
- Vacuum the exterior mat located in the B/D walkway on a weekly basis.
- Clean all gutters and install mesh on the building C entrance gutter.
- Forward email to the owner of a vehicle in the parking lot that has the license plates removed.
- Reposition the compact parking signs using one sign at the far left space and one sign at the far right space.
- Install shades on the light fixtures that illuminate the driveway.

10. ADJOURNMENT

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 3:50 pm.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held **June 3, 2009, at 3:00 pm**. All Homeowners are encouraged to join the Board at 3:00 pm for this meeting. If you are unable to attend in person, you may call in by following the below referenced 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.

E. Motor Vehicles

E1. All vehicles belonging to Unit Owners or Residents, or those belonging to their guests or their occasional employees (including cleaners, repairmen, and delivery persons) shall be parked in a manner so as to not impede access to or from the driveways, garages, carports, and the designated parking areas of the Harborside Residents. Additionally, all vehicles must be parked within the designated parking place “lines” and comply with the “compacts only” signs.

E2. Residents are authorized one or two parking spaces as specified in the Unit Owner’s deed.

E3. Visitors should plan to park elsewhere unless they shall be here for only a short period of time (less than three hours, *except for one hour in the summer season*). If a visitor will be here longer, their vehicle must have a “visitor sign” with the Resident’s Unit Number printed on it displayed on the front dash, and the Resident must park his or her vehicle elsewhere (i.e., the combination of the Resident’s and the visitor’s parking cannot exceed the authorized parking spaces for that Unit). *It is permissible to ask another Unit Owner or Resident who is not using their parking space if that space may be used for a guest. If that request is approved, the “visitor sign” must reflect the requesting Owner/Resident’s Unit Number as above and the granting Owner/Resident Unit Number in parenthesis, e.g., D-4 / (D-6).*

E4. All Residents must “register” (i.e., notify and list) their vehicles with the Harborside Condominium Management Company and display a parking sticker on the left rear window or left rear bumper of their vehicle. Alternative display of vehicle stickers must be approved by the Trustees. Parking stickers may be obtained from the Trustees or the Parking Committee

E5. The parking area shall be used only for the parking of approved private passenger motor vehicles displaying current license plates, inspection stickers and being maintained in proper operating condition so as not to be a hazard or nuisance by noise, exhaust emissions or appearances.

E6. An approved vehicle shall be any conventional passenger vehicle, including; (whether bearing commercial plates or not) sport utility vehicles, passenger vans, mini-vans, and private pick-up trucks, motorcycles or any such vehicle that the Trustees may determine through Rule, for the personal use of the Unit Owner or Resident entitled to use said Parking Space and their immediate family. Prohibited from parking in the parking areas are all other vehicles including but not limited to; trucks 1 ton or larger, equipment burdened pick-up trucks and vans (excepting passenger vans with luggage racks), vehicles bearing advertising or signage, recreational vehicles, mobile homes, trailers (whether capable of independent operations or attached to an automobile or other vehicle), boats, watercraft of any kind, vehicles too large to fit into the marked boundaries of a single parking space, and any unregistered vehicle, except with the written consent of the Trustees and for the parking from time to time of commercial vehicles providing services at Harborside Condominium.

E7. Vehicles must be able to be moved for snow removal purposes. If any Unit Resident vehicle owner shall be absent from his or her Unit for more than a 24 hour period during the months of November through March, he or she must leave a set of vehicle keys with the Management Company, a Trustee or another Unit Resident who shall be available to move that vehicle if necessary for snow removal. *In preparation for an expected snow storm,*

vehicles will be parked in the lower lot, up against the B or C Buildings or along the seawall starting from the north. The goal is to not have any vehicles in the upper lot or in the path of the plow to the south end of the seawall. After the plowing and shoveling, vehicles may be parked in the upper lot, but pulled as far forward as possible against the C Building and in as close as possible along the south side of the upper driveway. Do not block the garages or carports. A “no parking” cone may be placed in the “Compact Car Only” spot next to the entry way to the C Building, as it's very difficult to get vehicles out of the carport if a snow bank forms.

E8. No mechanical vehicle maintenance (e.g., oil changes) is permitted in the Common Area parking lots nor carports and garages.

E9. The Trustees may levy fines of \$25.00 for violations of parking rules, and may, if necessary, resort to having violators' vehicles towed at the owner's expense.