

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

JUNE 2011

The June meeting of the Harborside Condominium Trust Board of Trustees was held June 1, 2011. In attendance were Trustees Warren Hendriks, Don Nowland and Jim Walters. A quorum was present. Also in attendance were homeowners Sandy Erbetta, Ron and Leslie DeMoraes, Bill Siddall, Nancy Segee, Roger Plauche and Bert Michaud.

1. HOMEOWNER ITEMS

Bill Siddall, the owner of Unit B10, presented his final design for enlarging the footprint of his deck/patio. The revised plan indicated lowering the existing deck to 12" off the ground and expanding the entire area to within 1 foot of the fieldstone wall that abuts the parking surface. The decking material will be gray composite and the rail system will be cedar/fir painted white. The Board gave final approval for this work and Trustee Nowland will provide Bill with a Trustee's Approval letter for the Historic Commission.

Homeowner Erbetta (B 2) requested an update regarding the most current "emergency egress " design. The new design would remove the stairway down from the 3rd floor balconies (3rd floor residents would use the stairs at the end of unit B1/B4) and the stairs from the 2nd floor balconies to the ground would be widened. Trustee Nowland is working with Kehn Construction on this matter.

2. HDC REPORT

HDC Chairman, Ron DeMoraes, noted that the globes for the gangway/float lighting are not to be found. Ron will check the B building storage room and also speak with Dave Haley.

3. MOTIONS

The following motions were approved unanimously:

- To accept the May 2011 Trustee meeting minutes as written.
- To accept the May 2011 financial statements.

4. 2011 ANNUAL MEETING

The 2011 Annual Meeting of the Harborside Condominium Trust will be held August 2, 2011 at the Boston Yacht Club at 6:00 p.m. All homeowners will receive a formal meeting notification in mid-July.

5. C BUILDING MOISTURE ISSUE

Following the installation of dehumidifiers in the C building hallway and storage room, the moisture issue appears to be under control. As a result, the Board has tabled the excavation of the large planter behind the C building. The RJL Company will investigate the termination of the downspout and attempt to connect it to the planter weeping system.

All C building residents will be reminded of the importance of cleaning out their storage bin, removing all unwanted/mildewed items.

6. B BUILDING NORTHWEST CORNER REPAIRS

The Board and Markwood Management will meet with Paradise Construction to discuss necessary repairs to the northwest corner of building B where riprap/retaining appears to be necessary. Paradise will also, as part of the current B1/B4 renovations, be installing foundation flashing and rerouting the downspout flow. These three items will be done at the expense of the Trust.

7. PARKING REMINDER

As warmer weather approaches, the demand for parking at the Harborside property will increase dramatically. As a courtesy to your neighbors and to avoid towing, please familiarize yourself with the below found Harborside parking policy. (Source: Harborside Condominium Trust Rules & Regulations)

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.

8. SEAWALL

During the month of June, a group of Trustees and homeowners will do a visual, low tide inspection of the seawall from the floats.

9. TRASH ROOM

Please remember, the trash room is designed to hold household refuse only and is not a depository for personal items such as computers, electronic equipment, mattresses, furniture, etc. These items must be removed from the property by the owner.

10. DEFERRED PROJECTS

The Board determined that because of current economic conditions it is appropriate to continue the deferment of the following projects: B Building roof replacement; D-1/D-2/D-3 total deck refurbishment; repair of low areas in the parking lot; seal coating and lining of parking lot; composite refurbishment of the north dock, and the addition of blue stone at the C Building entry.

11. MARKWOOD MANAGEMENT will attend to the following:

- Ensure the carpet cleaning of all common hallways.
- Follow-up with Unit C1 regarding special permission given to him allowing the parking of a motorcycle/motor scooter against the seawall.
- Ensure the monthly posting of delinquent fee notices, if needed.
- Work with abutter Zarelli and Harbor Landscaping regarding forsythia and entry evergreen pruning.
- Arrange a meeting with Paradise Construction, McCarriston Plumbing, Joyce Raymond (B1/B4), Markwood Management and the Board, regarding B building roof vents.
- Amend the monthly loan payment status report to indicate delinquent homeowners and the amount.
- Forward bin cleanout notice to all C building residents.
- Ensure the placement of a storage locker for common area latex paint supplies and other maintenance tools.
- Adjust timers.
- Obtain contract from Harbor Landscaping.
- Locate and repair leak into unit B3.

- Reconfigure the D 6 railing system to allow proper emergency egress for B7/B8.

12. **ADJOURNMENT**

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 4:15 p.m.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held Wednesday, July 13, 2011 at the residence of Trustee Jim Walters (C6/C7). All homeowners are encouraged to attend.

If you are unable to physically attend this meeting, please join us by conference call by calling 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*

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Minutes prepared and submitted by Markwood Management