

HARBORSIDE CONDOMINIUM TRUST
BOARD OF TRUSTEES MEETING MINUTES
JULY 2007

A meeting of the Harborside Condominium Trust Board of Trustees was held July 11, 2007. In attendance were Trustees Don Nowland and Jim Walters. A quorum was present.

1. MOTIONS AND PRESENTATIONS

The following motions were approved unanimously:

- To accept the June 2007 Trustee Meeting Minutes as written.
- To accept the June 2007 Financial Statements.

Sally Plauche presented a letter to Markwood Management (signed by Sally, Dottie Martin, and Sandra Erbetta), requesting repainting and repairs along with a notice that the hallway cleaners are marking up the baseboards with their vacuum clearness. Sally also requested that the interior lighting be reviewed, possibly installing motion detectors. The Board approved the painting and repairs, and asked Markwood to recommend options for the lighting.

Ron De Moraes requested that the roof/flooring below the stairway to C-8 be repaired. Markwood will take the action.

Bert Michaud requested that the holes and uneven surface in the parking lot, along the seawall in front of the D Building, be patched. Markwood will take the action.

2. HDC REPORT

Effective immediately, Ron De Moraes has stepped down as Chairperson of the HDC. Many thanks Ron for your service to the Harborside community. Ron has also been appointed as an HDC member for a three year term. Bert Michaud will now assume the Chairperson responsibilities through 2010.

The HDC also reports that Bart Jones, Moe Ray and John Garibotto have notified the committee of their interest in becoming HDC members.

3. BUILDING D STRUCTURAL REPAIRS

Bergman Associates continues to prepare a request for proposal (RFP) to include I Beam replacement, lolly column repairs/replacement and building B/D Building drainage work. It is anticipated that the RFP will be completed by August 1, 2007 for Board review.

4. ROOF REPLACEMENT AND REPAIR LOAN

The Special Assessment for the replacement of the Building C roof and other roof repairs began July 1, and will continue through September 1. As you have been notified, this Assessment is payable in three equal installments on the first day of July, August and September.

In an effort to keep interest expense on this loan at a minimum, please make your monthly payments on time allowing the Board to repay the loan during the first week in September 2007.

5. ADDITIONS AND ALTERATIONS POLICY

The Board of Trustees is reviewing the revised Additions and Alterations Policy in an attempt to make it more “user friendly.” Trustee Nowland will draft a letter to cover the Additions and Alterations Policy. The policy that will be forwarded to all homeowners.

6. HARBORSIDE WEBSITE

Recent use of the Harborside website indicates some outdated information. Trustee Hendriks will work with Webmaster, Bart Jones, to update the Harborside website.

The website is: www.harborsidecondos.net

User Name: owner

Password: data07

7. DEFERRED ITEMS

The following items have been deferred:

- Utility tagging.
- Exterior lighting and railing for steps to unit B1/B4. Trustee Hendriks will contact Bob Zarelli for design input, leading to pricing estimates.
- Parking line painting.

8. CHANGES/ADDITIONS TO COMMON AREAS

All homeowners are encouraged to assist the Board with the continued beautification of the Harborside property. Please remember, however, that any and all additions to the common areas, including such items as plant material and hallway artwork, must be approved by the Board of Trustees.

If you intend to hang artwork or install flowers or small furniture pieces in the common areas, including hallways, please contact Markwood Management prior to the placement of any items.

Thank you for your attention to this matter.

9. 2007 ANNUAL MEETING AND 2008 BUDGET

The 2007 Annual Meeting of the Harborside Condominium Trust will be held Tuesday, July 31 at 6:00 pm at the Boston Yacht Club. A formal meeting notice has been posted to all unit owners. Your Board continues to work on the 2008 Budget which will be presented at the Annual Meeting.

Please make every effort to attend this meeting as your input is valuable in the decision making process for the upcoming year.

10. MARKWOOD MANAGEMENT will attend to the following:

- Building B hallway painting of wall, ceiling and trim.
- Repair rear Building B entry door.
- Ensure that the cleaning company is not marking up the baseboards with their vacuum cleaner.
- Obtain a request from unit owners that have placed unapproved art in the common hallways.
- Repair the base of the steps leading to unit C8.
- Obtain pricing for the installation of motion sensors for the Building B hallway lighting.
- Adjust the trash room door to prevent squeaking and banging.
- Ensure that the cleaning company is vacuuming and attending to the hallways weekly.
- Obtain final Board sign off for the B5 air conditioner installation.
- Refinish the Building D entry threshold.
- Replace a shingle on the small bay window roof of unit C5.
- Remove birds from vents in along the walkway between buildings B & D.
- Install dryer vent flaps on the dryer vents of building C.
- Fill parking lot sink holes with cold patch.
- Contact two homeowners delinquent in their June condominium fee payments indicating that the accounts will be sent to collection if not brought current immediately.
- Notify Bart Jones, Moe Ray and John Garibotto that they are on the wait list for HDC membership.
- Immediately attend to the trash room cleaning and the Building B/D walkway drain cleaning.

11. ADJOURNMENT

The next meeting of the Harborside Condominium Trust Board of Trustees will be held on August 1st, 2007 at 3:00 pm at the residence of Jim Walters. 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.