

## **HARBORSIDE CONDOMINIUM TRUST**

### **TRUSTEE MEETING MINUTES**

**July 2, 2008**

A meeting of the Harborside Condominium Trust Board of Trustees was held July 2, 2008. In attendance were Trustees Warren Hendriks, Don Nowland and Jim Walters. A quorum was present.

#### **1. GUEST PRESENTATIONS**

- 1 Homeowner McKeon presented the Board with a Harborside Alteration Form requesting she be allowed to insulate the crawlspace ceiling of Building A. The Board reviewed this information and approved the request and agreed that the Association will pay one half of the approximate \$600 cost for this project.

Homeowner McKeon also requested that the tiles currently placed on the roof area above the carports and trash room be allowed to stay in place even though this area will not be utilized. The Board agreed to leaving the protective tiles in place.

- 2 Nancy Segee, Leslie DeMoreas and Maureen Rae requested that the Board reconsider its position that children under twelve must wear a life preserver on the gangway and docks when accompanied by an adult. The Board agreed to this and, although the rules will stay the same, if the child is with an adult a life preserver is not necessary.

#### **2. MOTIONS**

The following motions were approved unanimously:

- 1 To accept the June 2008 Trustee Meeting Minutes as written.
- 2 To accept the June 2008 Financial Statements.

#### **3. ANNUAL MEETING**

The 2008 Annual Meeting of the Harborside Condominium Trust will be held August 5, 2008 at 6:00 pm at the Boston Yacht Club. A formal notification and meeting packet will be posted to all Harborside residents no later July 15, 2008.

#### **4. EMAIL ADDRESS**

If you are not receiving Harborside notices (such as the recent parking notice) please forward your current email address to [markwoodmgt@hotmail.com](mailto:markwoodmgt@hotmail.com).

#### **5. LAWSUIT UPDATE**

A trial date of August 6, 2008 has been set in Arrigo vs Harborside Trust.

## **6. HARBORSIDE WEBSITE**

For your information the website is: [www.harborsidecondos.net](http://www.harborsidecondos.net)

User Name: owner  
Password: hs08

In an effort to streamline communication with Harborside residents and to lower mailing postage expenses, the Board is considering more use of the website designed by Bart Jones. This matter will be discussed in detail at the upcoming 2008 Annual Meeting.

## **7. HDC REPORT**

- 1 HDC Chairperson, Bert Michaud presented the Board with year to date financial information as well as 2008 projections to be included in the Annual Meeting package. Thanks Bert!
- 2 The Board reviewed a letter from Ted Moore regarding dock usage by residents of Four Gregory Street. Attorney Janet Aronson will review Ted's request and forward an opinion to the Board for discussion at the next Trustee Meeting. Markwood Management will respond to Ted's letter and include to him a copy of the HDC Rules and Regulations.
- 3 The Board discussed the seawall lighting repairs and agreed unanimously that the Trust is responsible for any electrical repairs associated with the docks/seawall. Bert Michaud indicated the long range plan will be to upgrade the power of the north dock and Bert volunteered to prepare for Board review a long range plan indicating the steps required to accomplish this objective.
- 4 The Board also approved the installation of a Bob Segee Memorial plaque on the seawall.

## **8. C-2 LEAK**

Nancy Segee, residence C-2, reports water intrusion in the wall cavity behind the kitchen cabinets. This leak has apparently been going on for some time and was discovered upon Nancy's return from Colorado. Paul Davis Restoration has visited the site and has prepared a proposal for mold remediation and exterior leak repairs. The Board continues to review this information for discussion at the July 29 Trustee Meeting.

## **9. BUILDING "A" STORAGE**

Please be advised that the crawlspace under Building A is not to be used for storage of personal items. If you currently have any personal items in this area please remove them no later than August 1, 2008.

## **10. LANDSCAPING**

Homeowner McKeon will forward to Markwood Management a landscaping proposal for

the highly visible plant bed behind Building C. The Board will review this information and make a recommendation.

## **11. UTILITY TAGGING**

In an effort to better identify each unit's water supply, hot water tanks, boilers and electrical meters, Bert Michaud has volunteered to provide the Board with a draft list of utility location and ownership. The Board will then provide contractor support in an attempt to identify the remaining, unlabeled utilities.

## **12. MARKWOOD MANAGEMENT will attend to the following:**

- 1 Insure annual drain cleaning of all main drains.
- 2 Repair C6/C7 gutter.
- 3 Forward to homeowner Moore a request to remove trees on deck of D6.
- 4 Forward to Trustee Nowland Markwood's changes to the Harborside website.
- 5 Obtain secondary pricing for the Building B roof replacement project.
- 6 Prep and paint C6/C7 deck boards.
- 7 Forward to Trustee Nowland backup information regarding 2008 maintenance repair expenditures.
- 8 Contact Marblehead Savings Bank in an effort to reduce the current Building D structural repair loan from three years to two years.
- 9 Forward a parking violation notice to John Garibatto.
- 10 Forward a note to homeowners Hendriks and McKeon regarding storage and personal items in Building A crawlspace.
- 11 Request that the Safety Committee present its recommendation for hurricane preparedness.
- 12 Have all chimney/fireplace inspected prior to September 1, 2008.

## **13. ADJOURNMENT**

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 4:45 pm.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held Tuesday, July 29, 2008 at 3:00 pm by conference call. All Homeowners are encouraged to call in to the meeting using the following conference information:

- 1 Please call 1-866-393-8073.
- 2 You will be prompted to enter the meeting number \*1169611\*.
- 3 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.