

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

July 2009

A meeting of the Harborside Condominium Trust Board of Trustees was held July 8, 2009. In attendance were Trustees Warren Hendriks, Don Nowland and Jim Walters. A quorum was present.

Also in attendance were homeowners Helen Coolidge, Leslie & Ron DeMoraes, Bert Michaud, and Kathy Walters.

1. MOTIONS

The following motions were approved unanimously:

- To accept the June 2009 Trustee Meeting Minutes as written.
- To accept the June 2009 Financial Statements.

2. HDC

Trustee Walters continues to work on an amendment to the HDC rules that will grant a unit owner one year grace period in which they maintain their dock privileges, yet not be in residence. Any unit owners taking advantage of this grace period must also understand that they may not park on the property unless their tenant has less vehicles than the number of designated parking spaces for that unit.

3. EMAIL ADDRESS

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

4. 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.

5. FOUR GREGORY STREET EASEMENT

The Board continues to review the terms and conditions of the Four Gregory Street Easement.

6. 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.

Markwood Management will obtain pricing for D1, D2/D3 deck refurbishment and Building B roof replacement for presentation to the Board at the August meeting.

7. DRYER VENT CLEANING

Markwood Management will schedule cleaning of all dryer vents at Harborside. Once a cleaning date has been determined Markwood will schedule the work. All dryer vents cleaning will be done at the homeowners' expense, which is \$89 for the first 6 feet and \$5 per foot thereafter. The Laundry Room will be at the Trust's expense.

8. 2009 ANNUAL MEETING

The 2009 Annual Meeting is scheduled to be held August 4th at 6:00 pm at the Boston Yacht Club. All homeowners will receive the 2009 Annual Meeting packet in mid July. Please bring this packet with you to the meeting.

9. MARKWOOD MANAGEMENT will attend to the following:

- Repair the awning and clean window glass of unit B9 and replace the shades.
- Investigate the amount of the insurance premium reduction if Harborside installed fire protection sprinklers.
- Ensure the completion of touch up painting around the property.
- Proceed with the C Building fence installation, do not paint fence.
- Complete the painting of the deck railings for unit C8.
- Complete painting of the B7 deck.
- Ensure quarterly cleaning of hallway carpeting.
- Discuss carpenter bees with the tenant in unit D6.
- Repair the hinge on the gate at the end of the parking lot.
- Send out a reminder email and post the Annual Meeting notice on all buildings a few days before the meeting.
- Inspect all common door closures and replace the door closure for Building C entry.
- Re-shim the planter in the southeast corner of the parking lot.
- Ensure Harbor Landscaping completes the plantings in front of the B Building.
- Continue resolution of the C6/C7 heating systems issue.

10. ADJOURNMENT

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 3:55 pm.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held **August 5, 2009, at 3:00 pm** at the residence of Trustee Jim Walters. 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.