

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

JULY 2011

The July meeting of the Harborside Condominium Trust Board of Trustees was held July 13, 2011. In attendance were Trustees Warren Hendriks, Don Nowland and Jim Walters. A quorum was present. Also in attendance were homeowners Helen Coolidge, Roger Plauche and Bert Michaud. Kimberly Lord of Lesley Management Group was also in attendance.

1. HOMEOWNER ITEMS

Bill Siddall, the owner of Unit B10, has notified the Board of Trustees that the Historic Commission has approved his application for expansion of his patio. The Board has approved the alterations and Bill will move forward with his deck modifications following discussions with Trustee Nowland regarding timeline.

Also, the Board discussed homeowner Erbetta's request to update the emergency egress design for the front of building B. The Board noted that Kehn Construction met with Trustee Nowland indicating it may be necessary to hire an architect to design any modifications to the current egress situation. Trustee Nowland will continue his discussions with Michael Kehn.

2. HDC REPORT

Ron DeMoraes, HDC Chairman, noted that Dave Haley has not responded to numerous telephone calls regarding cleat and flotation repairs. It was suggested that Ron explore other options for marine services as well as contact Dave Haley by registered letter.

3. MOTIONS

The following motions were approved unanimously:

- To accept the June 2011 Trustee meeting minutes as written.
- To accept the June 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. 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.

6. SEAWALL

Matthew Plache, Smith Marine, issued a Seawall Condition Report to the Board, indicating “the seawall is generally in good condition and there are no concerns that would require immediate correction.” Matthew notes two future items that may require repairs. One is the lower portion of the southeast corner of the seawall and routine maintenance on the entire seawall. The seawall will be added to the Deferred Project list and revisited in 2012.

7. 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.

8. 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, the addition of blue stone at the C Building entry, minor seawall repairs, and replacement of Building B rear foundation flashing.

9. MARKWOOD MANAGEMENT will attend to the following:

- Discuss bin cleanouts with the RJL Company and what, if anything, was put outside for removal. Also confirm that C1/C3/C4 and C5 bins were attended to.
- Proceed with drainage improvements and Rip Rap installation at rear of Building B.
- Discuss parking of a motor scooter along seawall with the owner of C3.
- Ensure collection of delinquent condominium fees.
- Change billing register to break out condo fees and special assessment monies.
- Place a storage locker in the electric room of Building B.
- Provide a clean copy of Harbor Landscaping contract.
- Discuss fire egress with owner and tenant of D6 as well as the owner of B6.
- If requested, assist Trustee Hendricks with the design of new parking placards.
- Ensure the recording of tenant contact information from landlords of D5 and B8.
- Repair deteriorating mortar on the masonry steps to unit D2/D3.
- Investigate and repair rain water issue between C6 balcony and C3 balcony.

10. ADJOURNMENT

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 4:10 p.m.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held Wednesday, August 3, 2011 by conference call. All homeowners are encouraged to attend.

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