

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

AUGUST 2006

A meeting of the Harborside Condominium Trust Board of Trustees was held August 2, 2006. In attendance were Trustees Warren Hendriks, Don Nowland and Jim Walters. A quorum was present.

1. MOTIONS

The following motions were approved unanimously:

- To accept the Minutes of the July 2006 Trustee Meeting as written.
- To accept the July 2006 financial statements.
- To table the Building C roof installation until Fall 06/ Spring 07. Recent repairs indicated water intrusion has been stopped, and this item can then be expensed in 2007.

2. HDC REPORT

The Board of Trustees requests that all homeowners wishing to contact the HDC send their request through Markwood Management. Markwood will forward all homeowner requests directly to the HDC Chairman, Bob Segee and copy Ron deMoraes. Bob and Ron will coordinate responses.

3. CARBON MONOXIDE DETECTION

All Harborside homeowners have received notice from Markwood Management that in accordance with state law, they must install carbon monoxide detectors in their residences no later than March 31, 2006. Please remember to contact Markwood Management once you have complied with this requirement.

4. 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.

5. HARBORSIDE SAFETY COMMITTEE

At the recently held Annual Meeting, Bert Michaud (Chairperson) identified Roger Plauche as a Harborside Safety Committee (HSC) volunteer. Roger and Bert will provide the Board of Trustees with a list of items that they wish to address at the Harborside property. This list will include the Building D hallway railing and the main entrance drainage situation. **This is an extremely important committee and the Board is seeking volunteers to step forth to assist Bert and Roger in this endeavor.**

If you have interest in a membership position, please contact Markwood Management at your earliest convenience.

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Recent use of the Harborside website indicates some outdated information.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: data2006

7. BUILDING B CRAWLSPACE

The Board reviewed the upcoming moisture remediation work to be done in the crawl space of Building B. The price for the moisture remediation work and the rebuilding of the common wall between the crawl space and Unit B9 is approximately \$35,000. The Board discussed various options for the payment of this upcoming expense. These options included a special assessment, a bank loan or a condominium fee increase. The Board requested that Markwood Management obtain the following information as soon as possible:

- Detailed bank loan information.
- Legal opinion regarding the Boards ability to borrow.
- Is Travelers responsible for any of the common wall replacement.
- Eliminate any redundancy in the crawl space and common wall proposals from Paul Davis Restoration.
- Will there be an access door to the crawl space from Unit B9.
- When will Paul Davis be able to start the work.

8. MARKWOOD MANAGEMENT was instructed to attend to the following:

- Attach the recent Serve Pro mold inspection report to these August 2006 minutes.
- Continue to seek a second roofing price for Building C.
- Reimburse Trustee Nowland \$100 for the BYC rental.
- As identified at the recent Annual Meeting, forward to all homeowners current insurance information including the insurance resolution approved by the Board of Trustees.
- Replace bulb in lower level of Building D common hallway.
- Continue to work with Osgood painting to finish the front of Building A and the nail head problem on the side of Building C.
- Contact homeowner Garibotto, regarding the Seagull problem.

- Finalize the installation of new hallway lighting in Building D being sure to solve the wiring problem inside the vestibule of D4/D5.
- Adjust the monthly maintenance schedule to include quarterly mold inspections of all crawl spaces by Serve Pro.
- Forward to all homeowners information regarding the process for chimney inspection and/or cleaning.
- Have the trash room floor scrubbed to remove any rubbish residue.
- Have contractor finish post installation at D1 and clean up area.
- Be certain that Harbor Landscaping is addressing the rear area of Building D regarding weeds and drainage.
- Extend rear downspout of Building D so that it drains down the ledge and into the harbor.
- Extend the Building B downspout under the walkway and into the D Building drain.

9. ADJOURNMENT

The next meeting of the Harborside Condominium Trust Board of Trustees will be held September 6, 2006 at 3:00 pm at the residence of Trustee Warren Hendriks, Unit A1. 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.

Attachment:

Serve Pro Letter