

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

September 3, 2008

A meeting of the Harborside Condominium Trust Board of Trustees was held September 3, 2008. In attendance were Trustees Warren Hendricks, Don Nowland and Jim Walters. A quorum was present.

1. MOTIONS

The following motions were approved unanimously:

- To accept the July 28, 2008 Trustee Meeting Minutes as written.
- To accept the August 2008 Financial Statements.

2. EMAIL ADDRESS

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

3. LAWSUIT UPDATE

The Board of Trustees of the Harborside Condominium Trust has approved and agreed to the settlement regarding the matter of Arrigo vs. Harborside Condominium Trust.

4. HARBORSIDE WEBSITE

For your information the website is: 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 has approved more use of the website designed by Bart Jones. Trustee Nowland and Bart Jones will be updating the website information.

5. FOUNDATIONS

The engineering firm of Bergman and Associates has been asked to inspect Buildings A, B and C for foundations/crawlspace conditions and structural conditions. Bergman will also inspect the rotted beams in the C Building.

6. UPCOMING MAINTENANCE ITEMS

The following maintenance items will be addressed during the 2008 fiscal year:

- Building B crawlspace waterproofing – This waterproofing project will be done by Nuetocrute. The work is scheduled for mid October. Reserve funds will be used for this project. The Reserve Account will be reimbursed \$8710 from the insurance claim associated with the lawsuit settlement.
- Unit C2 leak – At Nancy Segee's request, this work will be scheduled the second and third week of September. Maintenance and repair funds will be used for this project.
- Replacement of B Building roof – This work will be done during the month of October and will be paid with both maintenance/repair funds and reserve monies.
- Repair of C5 entry walkway – This work will be scheduled as soon as funds become available.
- Replacement of D2/3 deck – This project has been deferred until winter 2009.
- West side of Building C landscaping – This project has been deferred and will be revisited in 2009.

7. 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.

8. MARKWOOD MANAGEMENT will attend to the following:

- Reimburse D1 for insulation work.
- Continue to work with Trustee Nowland and webmaster Bart Jones on the website updates.
- Schedule the Building B roof replacement for October.
- Reimburse Trustee Nowland for the BYC Annual Meeting reservation.
- Install new lighting for the driveway area and B4 walkway.
- Repair Building C fence.
- Obtain pricing for the replacement of D2/3 deck (wood vs. composite material).
- Project maintenance/repair expenditures for 2008 in an effort to determine if funds will be available to repair the walkway to C5 this year.
- Move forward with the clean out of Building A crawlspace, but ensure that the "piping" in the area remains. Also check the motor mike in the area to determine if it is electric or gas.
- Follow up on Bert Michaud's recommendation that the Board consider the Rhino Shield product.
- Continue to follow up on chimney cleaning and inspections.
- Follow up to ensure a new lock has been installed for the B5 storage room.

9. BOILER INSPECTIONS

Bartlett and Steadman Plumbing will be inspecting, during the month of September, all heating systems located in the common areas of the Harborside Condominium. If your system is not located in a common area, please contact Bartlett and Steadman directly (781-631-8900) in order to take advantage of group pricing being offered to Harborside.

After the systems have been inspected, Markwood Management will forward the results to each homeowner requesting that any necessary repairs are taken care of.

10. FOUR GREGORY STREET EASEMENT

Trustees Nowland and Walters will request a meeting with Ted Moore to discuss this matter.

11. ADJOURNMENT

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 4:30 pm.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held October 1, 2008, at 3:00 pm at Jim Walters Unit C6/C7. 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*.
- 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.