

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

September 2009

A meeting of the Harborside Condominium Trust Board of Trustees was held September 2, 2009. In attendance were Trustees Warren Hendriks, Don Nowland and Jim Walters. A quorum was present.

Also in attendance were homeowners Helen Coolidge, Ron deMoraes and Bart Jones.

1. MOTIONS

The following motions were approved unanimously:

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

2. HDC UPDATE

- The HDC Board members have unanimously approved an amendment to the HDC Rules & Regulations regarding a Unit Owner's right to maintain a boat on the docks when that Owner is not in residence at Harborside. Ron deMoraes will forward to all owners.
- Ron deMoraes and Bart Jones presented to the Board a list of dock maintenance items currently in need of repair:
 - The potential resurfacing of the north dock with Trex – approximate cost \$18,000 - \$20,000. Once the docks have been removed for winter storage, the condition of the substructure will be inspected to determine if the Trex resurfacing should be done before next boating season.
 - Gangway repairs – to be funded from the HDC Reserve Account.
 - Chains on the inside of the docks should be replaced every 3 years and those on the outside changed every 6 years – to be funded from the HDC Reserve Account.
 - South floatation upgrades – to be funded from the HDC Reserve Account.
- In a general discussion, the Board and attending homeowners discussed whether a north dock Trex resurfacing project should be paid for by all homeowners or only those registered with the HDC as dock users. The general opinion of the Board, after much discussion, was that assessed dock repairs should be born by all homeowners as the docks are part of Harborside common area and clearly affect everyone's property value.
- The Board discussed various options as to how the resurfacing of the north dock would be paid for and asked Markwood Management to explore payment options to include the following:
 - A Special Assessment with a 4 month pay back plan from November 2009 – February 2010.
 - A Special Assessment with a one year pay back program.
 - Obtain a one year bank loan.

- A one year budget line where the associated Common Element Fees are transferred directly into the Harborside Trust Reserve Account.

3. DRYER VENT CLEANING

All dryer vents are scheduled to be inspected and cleaned on September 22nd and September 23rd. The price to be paid by homeowners for this work is \$100 per residence.

Please contact Markwood Management to schedule a time slot for one of these days.

4. MARKWOOD MANAGEMENT will attend to the following:

- Obtain pricing for fire sprinklers for all buildings (could reduce annual insurance cost by some \$8,000).
- Forward a letter of thanks to the RJL Company regarding their contribution to the Segee memorial and their work on the C building landscaping/fence.
- Obtain pricing for property/liability insurance coverage for the upcoming insurance year.
- Ensure the painting of C5 and C8 railings.
- Remove paint cans from all storage and boiler rooms.
- Adjust door closers for buildings B and D as well as the laundry room.
- Ensure that the landscaper is broom sweeping the parking area.
- Contact delinquent homeowners indicating current balances.
- Obtain pricing from RJL and Sutton Construction for the refurbishment of D1, D2 and D3 decks. Pricing should include wood decking vs. composite decking.
- Work with volunteer homeowners to begin the utility labeling process.
- Forward tenant names and unit #'s to all homeowners.
- Check to ensure that the work to remove shrubbery (kill roots) on the BYC side of the north retaining wall has been completed.
- Determine what wire is hanging down outside the C Building entrance.

5. 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.

6. FOUR GREGORY STREET EASEMENT

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

7. DEFERRED PROJECTS

Deferred projects – B Building roof replacement. D1, D2/D3 deck refurbishment. Repair of low areas in parking lot. Building B roof replacement. Seal coating and lining of parking lot.

8. ADJOURMENT

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 4:00 pm.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held **October 7, 2009, at 3:00 pm** at the residence of Trustee Don Nowland. 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.