

HARBORSIDE CONDOMINIUM TRUST

TRUSTEES MEETING MINUTES **NOVEMBER 2007**

A meeting of the Harborside Condominium Trust Board of Trustees was held November 1, 2007. 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 October 2007 Trustee Meeting Minutes as written.
- To accept the October 2007 Financial Statements.

2. BUILDING D STRUCTURAL REPAIRS

Bergman and Associates has suggested an alternative solution to the replacement of the corroded I-beam for Building D. The suggestion is to replace the I-beam with a concrete frame and new wall. New specifications have been sent to all bidders with a return date of November 2nd. Immediately upon receipt of the construction proposals, Markwood Management will forward same to Board of Trustees in an effort to stay on the construction time line (allowing work to begin in January 2008).

3. HDC

The Board of Trustees reviewed the request by the HDC to cover the cost of dock insurance for fiscal year 2008. The Board agreed to pay the \$2,500 dock insurance expense for 2008, however, the HDC will be responsible for future dock insurance payments.

4. LAWSUIT UPDATE

The September 25th mediation was canceled due to plaintiff's health issues. The September mediation has been rescheduled for January 11, 2008 with a new trial date of March 10, 2008.

5. WINTER REMINDER

As the winter season approaches, please familiarize yourself with the attached snow removal procedures for the Harborside Condominium.

6. 2007 BOLIER INSPECTIONS

Bartlett and Steadman Plumbing has cleaned and inspected all boilers located in the common areas. The boilers servicing units D2, D3, D4, D5 and D6 have not been serviced. If you own one of these boilers, you may contact Bartlett and Steadman directly (781-631-8900) and they will service your boiler at the discounted rate.

7. 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.

8. DEFERRED ITEMS

The following items have been deferred:

- Utility tagging.
- Exterior lighting and railing for steps to unit B1/B4. Trustee Hendriks will contact Bob Zarelli for design input, leading to pricing estimates.
- Parking line painting.
- Replacement of B-3 deck.

9. HARBORSIDE WEBSITE

For your information the website is: www.harborsidecondos.net

User Name: owner
Password: data07

10. MARKWOOD MANAGEMENT will attend to the following:

- Update the Harborside website.
- Touch up the porch wall of Building A.
- Work with Warren Hendriks to obtain pricing for B1/B4 railing and lighting.
- Obtain an estimate for repairs/rebuilding B3 deck.
- Set up a November executive session conference call with the Trust’s attorneys to discuss the January 11, 2008 mediation session.
- Remove and store flags. Replace if necessary.
- Install sand barrel and salt buckets.
- Hand deliver snow and septic notices to all units.
- Prepare and paint the trash room floor.
- Forward letter to the owner of Unit B8 regarding second car parking.

- Clean gutters in early December.
- Follow up on the C5/C8 “heating duct” matter.
- Remove the decorative flower pot from the walkway between buildings D and B, as it is making passage difficult.

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 Wednesday, December 5, 2007 at 3:00 pm at the residence of Don Nowland. 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:

Snow Removal Procedure