

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

January 2015

The January meeting of the Harborside Condominium Trust Board of Trustees (BOT) was held Wednesday, January 7, 2015. In attendance was Trustee Jon Curtis and via phone Trustees Jim Walters and Leslie de Moraes. A quorum was present.

Also in attendance, were homeowners Bert and Liz Michaud and via phone Joyce Raymond, Bill and Deanne Siddall, Roger Plauche, Nancy Segee, Dottie Martin, and Chuck Zoubek.

The Board of Trustees Meeting was recorded for archival purposes and to assist in preparing the minutes for the meeting. All participants in person and via phone were notified of such recording prior to the meeting.

1. HOMEOWNER ITEMS

Emergency Egress, Building B Fire Escape Redesign: As a part of the reconstruction of B Building, code compliant fire egresses are required by the Marblehead Building Department and Building Commissioner.

The emergency egress design is finished. The steel prices are consistent, if not a little lower, than initially expected. The Board is waiting on final price proposal from Paradise Construction.

Trustee Curtis was asked by owner Raymond to look at the design to confirm the area in front of B1 was resolved and to call owner Raymond to discuss.

Building C Storage Room: On September 22, 2014 the storage area of C Building was tested for high moisture levels. During the inspection, mold was visible inside the storage units. ServPro of Salem Peabody Marblehead remediated the mold on Friday, October 17, 2014.

The drywall has been put up, new fluorescent lights, and a light switch has been installed. The exterior wall will remain exposed until the exterior work has been completed; in Spring 2015. Paul Haggett will finish installing shelving units, and owners will be able to return items to storage bins. Paul Haggett will communicate directly to owners.

Management will have a slow moving fan installed above the storage units directly, being careful not to affect the pilots on the burners after the exterior

Owners in buildings B and D cannot lock their storage bins until after the sprinkler work has been completed.

North Retaining Wall: The Board of Trustees will continue to monitor the North Retaining Wall.

B8 Deck: The rotted boards on this deck have not been addressed at this time. The joists are so rotten they would not be able to hold new nails or screws.

The board of Trustees approved the Alteration/Improvement form from owner Curtis for renovation of B-8.

3. BUILDING B FIRE UPDATE:

The current contract Value is \$1,315,444.34 including owner changes that were requested and paid for in advance.

Paradise Construction is progressing well. Paradise Construction is well advanced on the framing and sprinkler system work. The rough electrical and plumbing are almost completed in units B5 & B6 will be inspected soon. After the inspection of B5 & B6, the rough electrical and plumbing will continue in unit B2. The utility room is almost complete with the exception of two boilers and two hot water tanks and the final water supply piping and meters. Unit B10 is scheduled after the utility room is complete, at which time the floor will be removed, the insulation done, and the drainage in the crawlspace inspected and improved if necessary. Once the new subfloor is in place, electrical and plumbing rough in will be installed.

Paradise Construction will be working from top to bottom to minimize interference with work already installed.

Trustee Curtis spoke to Attorney Muzio who has not heard a response from the O'Sullivan's attorney on their geotechnical survey. The Trust will receive a copy of this report.

The water line excavation may resume next week depending on weather.

4. FINANCIAL REPORTING:

Units delinquent more than 60 days are in legal collections with Marcus Errico Emmer & Brooks. It has always been the BOT's position to not comment on individual delinquent accounts, but confirmed that owners that fall behind are being charged late fees according to the HCT Rules and Regulations and legal collection efforts are initiated when necessary.

More than 60% of owners paid the Supplemental Monthly Fee in full resulting in a needed loan of less than \$300,000. The Board of Trustees will look to renegotiate the rate and terms of the loan for possible savings.

All owners are strongly reminded that both the condominium fee and supplemental condominium fee are due on the 1st of the month; not mailed on the 1st of the month, but received on the 1st.

5. PARKING

The Zoning Board of Appeals will require alternate parking be enforced. Vendors have been instructed to shuttle their workers into the property and not park on Lee Street. All owners are asked to be considerate when parking on Lee Street so not to inconvenience neighbors.

6. HDC

The float invoice has come in at \$2,919. The north float has extensive rot on the joists. The float's foam need to be replaced. The chain on the south float needs to be replaced. Ron de Moraes has spoken to Dave H. and will get an estimate to the HDC. The HDC expects to replace the rot with regular lumber vs. composite at this time. The joists are rotted and will need to be sistered.

Both float pins on the gang way are rusted.

The HDC is awaiting estimates from Dave Haley.

7. DEFERRED PROJECTS

Due to current financial conditions, the following projects continue to be deferred: D-1/D-2/D-3 deck refurbishment; seal coating and lining of parking lot; composite refurbishment of the north dock; addition of blue stone at the C Building entry; and replacement of the ceiling at entrance to C Building and by Trash Room with bead board or exposed beams.

9. LESLEY MANAGEMENT will attend to the following:

- Have Marblehead Water & Sewer check the water in Unit D4.
- Update the Alteration/Improvement Form to include an indication on whether or not the Value on the Master Insurance Policy needs to be increase.
- Have the winders on the window in the laundry room replaced. [On P. Haggett's list.]
- Contact Paul Haggett to inspect and report back on the condition of the door and threshold of unit B7.
- Obtain a price to replace the common area glass window in Building C and forward to BOT for consideration. [On file].
- Continue to clean the drains in the walkway between the B and D buildings and under steps to unit D2-3. [On-going]
- Continue to secure all outstanding tenants lease information.
- Follow up with Attorney Aronson on the recovery of expenses for services to Unit B9. [On-going]
- Continue to work with Ron deMoraes to update the website.
- Have the vent in the exterior door to B Building Mechanical Room cleaned monthly.
- Determine what is causing the excessive water run-off behind the D Building.

10. HARBORSIDE WEBSITE

Ron deMoraes has updated the Harborside website to a new more user -friendly site. Please use the website.

For your information, the new website is: www.harborsidecondos.info

Password: MHD2401945

11. ADJOURNMENT

As there was no further business before the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 5:30 p.m.

The next meeting of the Harborside Condominium Trust Board of Trustees will be held Wednesday, February 4, 2015 at 3:00PM at a location to be determined. All homeowners are welcomed to attend in person or by teleconference.

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