

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

DECEMBER 2014

The December meeting of the Harborside Condominium Trust Board of Trustees (BOT) was held Wednesday, December 3, 2014. In attendance was Trustee Jon Curtis and via phone Jim Walters and Leslie de Moraes. A quorum was present.

Also in attendance, were homeowners Dottie Martin, Bert and Liz Michaud, and Joyce Raymond and via phone Bill and Deanne Siddall, Roger Plache, Nancy Segee, , Dianne Reich and Ron de Moraes..

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 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 Zoning Board of Appeals (ZBA) approved the variances; however, a lawsuit was filed against the ZBA shortly following the decision.

A case management conference is scheduled for Friday, December 5, 2014.

Did the Trust countersue?

Answer: The Trust filed a response to the O'Sullivan appeal against the ZBA's ruling.

Owner Siddall asked for copies of the complaint and a copy of the Trust's response. Management and/or the Board of Trustees will supply a copy.

Owner Siddall asked if the suit will have an impact on the construction schedule.

Answer: Yes, the law suit may impact the construction schedule. The detailed design for the egress is being finalized and pricing for the steel and other construction is being prepared by Paradise Construction. The law suit appealing the Variance granted by the ZBA could run 18 months, causing a delay in completion of the entire project. The Trustees are considering other possible options.

Owner Siddall asked if the plans on the west side egress have been completed.

Answer: Yes. The Board of Trustees is waiting on a price on these plans. The Town has advised the Trust that they “prefer” the HCT to redo the egress for Building D but has not mandated to date. The Board of Trustees expects that the Master Insurance Company, Travelers, may also mandate a new egress to building D at some point. The Egress to Building D is an Insurance Company issue as well as a Town.

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 initial work has been completed as well as the wiring work. Paul Haggett is waiting on the inspectors to sign off on the hard completed work. After inspected, Paul Haggett will install 2 layers of sheetrock and the rooms will be restored.

North Retaining Wall: The BOT met with Peter Hermann, structural engineer, and reviewed the South East corner of the Sea Wall and the North Retaining wall (the wall on the rear side of the connector between Building A/C). The most critical area is the small section between the carport and C Building. The wall in this area appears to be held up by an electrical conduit and the BYC Yardarm egress landing. Peter Hermann and the BOT went into the basement of A Building and found there was a large cement foundation installed to reinforce the retaining wall. Peter Hermann returned for a clearer understanding of what is there and suggested that the wall be repaired independent of 20-22-22 ½ Lee Street. Paul Hagget has been asked to obtain multiple quotes from masons and the work will begin in Spring 2015. The wall will be monitored over the winter months and will be completed in the new budgeted year. The following process will be followed: remove soil and plant matter, remove loose gravel and grout, pressure wash area, and pack in grout using a flexible mortar.

Trustee de Moraes cautioned that much of this project will need to be brought before the Conservation Commission due to proximity onto the harbor.

During recent rain storms, a visual inspection was done following the storms and the Board of Trustees will continue to monitor the 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.

2. INSURANCE

Flood Insurance: The renewal notices for the Flood Insurance have been received with a modest increase over prior year's; ~ 3.38%.

Trustee Curtis will follow up with Peter Ogren to ensure a LOMA is filed before the renewal in Year 2015.

The Master Policy has been renewed with Travelers with a 15% increase in premium. The Ordinance or Law Coverage remains at \$25,000. At this time Travelers will not increase the limit on the Ordinance or Law Coverage knowing there are still code upgrades on the remaining 3 buildings.

The Trust has received and deposited the final check from Travelers on the insurance claim; ~\$275,000.

3. BUILDING B FIRE UPDATE:

The contract between Harborside Condominium Trust and Paradise Construction was signed at the beginning of September at \$1,315,444.34. In addition, there is a change order (#1) for the Building B Mechanical room at \$49,830. There is another change order (#2) to remove the flooring of Unit B10, install insulation, replace flooring in the amount of \$ 5,486.80

The current contract Value is \$1,370,761.14.

Paradise Construction has started the sprinkler system work. The plumbing will start on December 4, 2014. This will be followed by the electrical and HVAC services. The HVAC installer was there on December 2, 2014 affirming locations to hang the duct work etc. The insulation will follow the HVAC work and then the installation of the drywall.

The pricing for installing sprinkler systems into the units adjacent to the gutted units is forthcoming. There will be options given: (1) run pipes blindly into spaces or (2) active sprinkler systems can be run to limited or expansive extent. Trustee Curtis will speak to each of these effected owners individually.

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.

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.

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 the lights in the hallways checked.
- Confirm the heating systems were checked and the Trust was not double billed for services.
- 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, January 7, 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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