

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

February 2015

The February meeting of the Harborside Condominium Trust Board of Trustees (BOT) was held Wednesday, February 4, 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 Joyce Raymond, and via phone Bill and Deanne Siddall, Roger Plauche, Nancy Segee, Dottie Martin, Chuck and Muffin Zoubek, 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 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 Trust received a building permit to restore the egress to the same condition it was prior to the fire with needed reinforcements. This is a temporary solution until a final decision on the new egress has been finalized.

Did the Trust receive a copy of the O'Sullivan's geotechnical survey report?

The Board of Trustees has not yet received a copy of the report, but Attorney Muzio received one. The report does include much of what HCT had originally planned on doing.

What is the cost of legal for the egress?

~ \$30,000.

Owners are reminded to not communicate directly to vendors. Owners are to relay any problems or concerns to the Board of Trustees via management.

Building C Storage Room: Paul Haggett has completed nearly all of the work including shelving. Some owners have already replaced items in their storage units.

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 has been completed in the Spring.

The plumbing for the sprinkler system inside the Storage Room of Building B is complete.

North Retaining Wall: The Board of Trustees will continue to monitor the North Retaining Wall. A downspout and extender have been installed.

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.

Homeowners are reminded to make sure doors are closed behind them.

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 very well. The plumbers have been at the property every day and work is getting done quickly. The plumbing in units B5, B6, and B10 is ready for a “rough” inspection. All heating units are back in the utility room.

Units B5 and B6 are ready for the electrical inspection. After the electrical inspections are complete, insulation will be installed. All windows and doors with the exception of Jon Curtis’ unit have been replaced.

Unit B10’s 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 continue to work from top to bottom to minimize interference with work already installed.

The Board of Trustees advised unit owners individually in Building B cost estimates on sprinkler systems inside their units. Three out of Five unit owners will put in for sprinkler systems.

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.

Snow Removal will be paid before any deferred projects are taken on.

5. PARKING

In May 2014, temporary parking rules were put into effect for the Building B Reconstruction. These rules are not being followed. The Zoning Board of Appeals has also required that these alternate parking rules be enforced.

6. HDC

The float invoice has come in at \$2,919. The north float has extensive rot on the joists. The float's foam needs 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 Lenny Cameron shovel the snow off emergency egresses and on decks where snow drifts have formed.
- 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.
- Have Paul Haggett identify and report back on the leak inside the entry door and at the window of Unit D2.
- 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, March 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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