

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

February 20, 2017

A February meeting of the Harborside Condominium Trust Board of Trustees (BOT) was held via conference call Monday, February 20, 2017. In attendance were Trustees Liz Michaud, Leslie de Moraes and Jay Carty. A quorum was present.

Also in attendance were homeowners, Bert Michaud, Ron de Moraes, Dottie Martin, Martha Wheeler, Jim Walters, Chuck & Muffin Zoubek, Cissie Carty and Don Nowland.

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.

I. The February 2017 Memo to Unit Owners with the following updates:

- A. Tower Egress: The Board of Trustees have agreed to steel posts in lieu of pressure treated wood post for a number of reasons including stability, longevity, and virtually maintenance free. The drawings are still with the structural engineer, but all parties are still on schedule for an April 3rd start date.
- B. Sea Wall: The Trustees met with David Smith from GZA and reviewed the comprehensive Report, which pointed out two areas of high priority. GZA and North Shore Marine visited the property and are developing a plan. The Board is waiting on the revised report and will update owners as accordingly.
- C. Trash & Recycling: Liam from Marblehead Movers will be providing new bins and instructions on recycling. Residents MUST break down all cardboard boxes and continue to separate recycling items from everyday trash. Residents will be notified if there are any changes in recycling requirements.

II. DRAINAGE

Having received the GZA report on the Seawall, the Trust will soon confirm a vendor on the overall Drainage Project.

III. FINANCIAL REPORTING

How is the Cash Flow for the Condominium?

The Trust has met their monthly Reserve account contributions and currently in a healthy condition.

IV. HARBORSIDE DOCK COMMITTEE (HDC) UPDATE

The HDC will be sending out information on fees and where to send checks for the 2017 season shortly. The deadline for these is April 1, 2017. At least one of the floats is expected to be in sometime in May and owners will be kept updated.

What are turn-downs?

An owner can turn-down their space on the dock for 1 year, or 2 consecutive years without moving down to the bottom of the waiting list.

V. SAFETY REQUIREMENTS

Owners will/have been notified of non-compliance. The Trust will continue to follow through on this safety requirement.

VI. MISCELLANEOUS

Does Paul Haggett oversee all projects on the property?

Not all maintenance on the property, but he is the Trust's "go to" vendor at this time.

Any update on the Trust's civil suit?

The civil suit is in process, and a court date has been set in March for a hearing on the motion to dismiss the case.

Owners are encouraged to notify any maintenance needs on the property so that they can be addressed.

VII. Lesley Management, Inc. was instructed to do the following:

- A. Have the buckets with ice melt removed from entrances and replace with sand.
- B. Have the brickwork on the staircase to B1/B4 looked at and repaired if safety issues - specifically the 3rd level up from driveway and the bottom course of brickwork.
- C. Confirm with Leonard Cameron and Marblehead Movers (Snow removal providers) to NOT use ice melt anywhere on the property.

VIII. HARBORSIDE WEBSITE

www.harborsidecondos.info

IX. ADJOURNMENT

As there was no further business before the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 3:45: p.m.

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