

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

April, 2015

The April meeting of the Harborside Condominium Trust Board of Trustees (BOT) was held Wednesday, April 22, 2015. In attendance were Trustees Jon Curtis and Leslie de Moraes and via phone Trustee Jim Walters. A quorum was present.

Also in attendance were Joyce Raymond, Jeanne McKeon, Liz & Bert Michaud, Bobby Alves, Jennifer Coolidge, and Nancy Segee and via phone were homeowners Bill Siddall, Dianne Reich, Roger Plauche, and Dottie Martin.

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.

Trustee Cutis opened the meeting with the announcement that he is stepping down as chairman of the Board of Trustees and his focus will be devoted to the B Building Restoration. Leslie de Moraes was nominated and unanimously approved to serve as chairman. Thank you to Jon Curtis for his service as Chairman, his work to date on the B Building Restoration and his services during the unprecedented winter storms.

1. HOMEOWNER ITEMS

Homeowner Segee explained there is a small hole in the corner of the patio outside unit C1. Management was instructed to have hole filled with appropriate stones and soil.

Homeowner Segee advised that she would have both a visiting nurse and a physical therapist visiting in the upcoming weeks. Nancy will let the Board of Trustees know of visits and they will try to work out a schedule on parking.

Homeowner Siddall had difficulty calling into the Conference Center line. The Trustees explained nothing had changed with the conference line set up but will contact the provider to see why Owner Siddall could not call in.

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

The negotiations with the O'Sullivan's are at a critical point. The Board of Trustees remains hopeful and optimistic. The board of Trustees is not going to discuss the matter further until the point where a resolution has been reached or until it is clear that a settlement is not possible.

If a settlement is not reached soon, the Board of Trustees will move ahead with Plan B which is rebuilding the fire egress as required by the Town of Marblehead so that the four displaced unit owners can obtain the CO's and occupy their units this summer. The egress will need to be brought up to code compliance once the suit has been settled.

Can the suit go to arbitration?

No. There is no arbitration.

There were 2 incidents over the winter with the O'Sullivan's and a board member in which legal services were used. Who paid for these legal services?

The O'Sullivan's were told to not put snow back in the area where the Trust removed the snow per order of the Town of Marblehead. There are two sides of every story and the Board of Trustees would not argue further.

When will the owners received an update on financials on the B Building Restoration, broken down as received before?

Within the next few weeks.

How much has been spent in legal services to date?

About \$15,000 of the retainer has been spent.

The Board of Trustees will notify owners whether or not there is a settlement as soon as they are notified.

Building C Storage Room: The Board of Trustees is working on a planter redesign which will include new stone at the entry to C Building and proper drainage away from the building. The Board of Trustees will communicate any needs to reposition any HVAC units.

North Retaining Wall: Repairs to the wall is a line item in the 2015 Budget and will be addressed in Year 2015.

B8 Deck: The rotted boards on this deck have not been addressed at this time but will need to be along with the egress passageway along D4 roof and D6 deck and a suitable railing system where there currently is none.

3. BUILDING B FIRE UPDATE:

The Board of Trustees will send out details of the current contract Value and to date expenditures within the next few weeks.

There has been major progress in B Building. Trustee Curtis will provide a tour of progress for any owner who would like to see the progress.

The drywall and plaster is complete in units B5 & B6. Interior doors and trim are being worked on in B5 & B6 and the tile has been started in unit B5. Cabinets will be delivered tomorrow for Unit B6. The drywall is being finished in unit B2 with plastering to begin tomorrow. ~ 1/3 of the drywall is up in the stairway and hallway.

A complete French drain system was installed under B10. The heavy melting of the snow unveiled water in the crawlspace in 2 large ponding areas from water accumulated at the rear of the building. A drain system was installed, joists have been reassembled under B10, and the under layer has been installed. The next step will be for the Town to sign off, then the insulation will be installed and then a new sub-floor.

Electrical work will be coming in next.

Cabinets for B2 & B10 have been ordered and are waiting for delivery.

The Town of Marblehead has been prudent with their fire protection requirements and the Trust has responded to all their requirements including snow removal services to maintain adequate passage and relocation of the fire alarm panel to the front of the building. The Town has also required a water line change for the combined sprinkler system supply from 2" to 4",

The Trust is within budget for reconstruction, but the contingency line item is nearly exhausted. The Trust still has the allowance for the Fire Egress, but it is not enough to building the new egress plus rebuilding the existing egress and legal bills associated with the Zoning lawsuit. The Trust has used nearly all of the Travelers insurance claim funds and the next payment to Paradise will be the first draw on the loan. The Bank has extended and has changed the loan to an open-ended draw so that the Trust will be able to draw on the loan beyond the original term..

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 May 2014, temporary parking rules for the Building B Reconstruction are still in effect.

6. HDC

Three individuals have come forward to serve on the HDC: Bart Jones, Don Nowland, and John Garibotto. The Trustees have reappointed Bart Jones to serve on the HDC.

The Board of Trustees agreed to leave the HDC as a three member team for the time being but to continue to consider expansion of the HDC to a five member team.. The Trustees appreciate the volunteering by John Garibotto and Don Nowland.

The Board of Trustee unanimously agreed to incorporate the HDC Rules into the HCT rules.

The HDC will notify ownership when terms have ended at the beginning of the Year. The HDC and Trustees will also discuss opening up the committee to diversity (i.e. non-water craft owners).

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 hole on water side of C Building filled with appropriate stones and soil.
- Work with the Trustees on new lighting for the sea wall and at the bottom of the staircase of unit C8.

- 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

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, May 20, 2015 at 3:00PM** at the residence of Ron and Leslie de Moraes, unit C8. All homeowners are welcomed to attend in person or by teleconference.

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