

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

July 1, 2015

The July meeting of the Harborside Condominium Trust Board of Trustees (BOT) was held Wednesday, July 1, 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 homeowners Liz & Bert Michaud, Nancy Segee, Martha Wheeler, Joyce Raymond, Dottie Martin, Bart Jones, Jennifer Coolidge and Chuck and Muffin Zoubek and via phone Bill & Deanne Siddall 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

Entrance to Property:

- Owner Michaud contacted the Town of Marblehead to repaint the slash lines designating no parking area at the entrance to the property.
- Trustee de Moraes ordered bright white asphalt paint and stencils to paint "PRIVATE" at the top of the entrance to the property. When the supplies come in, volunteers will be needed.

Emergency Egress, Building B Fire Escape Redesign:

- The financial updates on operational and Reconstruction efforts were posted on the HCT Website in June 2015.
- The O'Sullivan's and the HCT via their attorneys have agreed to the settlement terms. Attorney Muzio and the O'Sullivan's are working out the language. Again, the agreement is not yet signed, but agreed upon. The agreement will be confidential.

The cost of the permanent egress is unknown at this time.

Building C Storage Room: The mold was remediated and paid for in Year 2015.

The planter in front of building C will be removed. A water proof barrier and flashing will be put in place, and proper drainage and downspouts will be addressed. The Board of Trustees is in process of obtaining proposals.

North Retaining Wall: The Board of Trustees agreed to hire McBrie Engineering to design the new north retaining wall.

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.

Landscaping: Harbor Landscaping will be removing the old and leggy bushes and vegetation between the B/D walkway.

3. BUILDING B FIRE UPDATE:

- Paradise construction continues to work steadily. The drywall has been completed in the common area hallways.
- The painting was finished in Unit B6 and Unit B2 is expected to be done by Friday. The hardwood floors are complete in Unit B5 and in Unit B2 with the exception of a few loose planks. Unit B5 has miscellaneous trim and small pieces to take care of. The rough electrical was inspected in unit B10 and the piping for the HVAC units was completed. Within the next two weeks, the insulation and drywall will be installed, followed by sprinkler system work.

Most trim in interior stairwell is complete, plus the 1st coat of paint. Most exterior shingling is done, with some minor painting remaining.

Paradise is expected to be done within the month of July.

An update on the financial status of the B Building Expenditures was posted on the website on May 19, 2015.

The Board maintains their commitment to make decisions on the B Building Reconstruction with the primary goal of getting all displaced owners back in their units in time to enjoy the summer season.

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.

The Board of Trustees has started on the Year 2016 budget. Early work on budget shows no increase to monthly condominium fees.

5. PARKING

When will the parking return to normal?

When scaffolding is taken down and the number of trucks used to finish the renovation to B Building returns to a reasonable amount.

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

6. HDC

The HDC is looking towards the replacement of a new float, but any repairs made this year will be able reused on the new float. The HDC is waiting on quotes on these repairs.

The HDC is hiring a diver to check the chains to the floats.

The HDC has repaired the gate on the south side of the parking lot.

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 a drain extension installed on gutter downspout in front of C Building, closest to stairs.
- 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 5:00 p.m.

The next regular meeting of the Harborside Condominium Trust Board of Trustees will be **announced after the Annual meeting**

The Harborside Condominium Trust Annual Meeting to be held on Tuesday, August 4, 2015 at 6:00 pm at the residence of Ron & Leslie de Moraes, Unit C8. All homeowners are welcomed to attend in person or by teleconference.

Homeowners who are not able to attend the annual meeting are strongly encouraged to return their proxy to Lesley Management.

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