

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

February 14, 2019

A February meeting of the Harborside Condominium Trust Board of Trustees (BOT) was held Wednesday, February 13, 2019. In attendance were Trustees Leslie de Moraes, Jay Carty, and Phil DiDomenico. A quorum was present.

Also in attendance were homeowners David and Marianne Gold, Ron de Moraes, Cissie Carty, Ginny Ireland, Libby Parker, Sharon Glasser, Erinn King, and Jim Walters; and via telephone conference Robin Grubman, Janet Moran, Martha Wheeler, Jon Curtis, Dottie Martin, Bart Jones, and Roger and Sally Plauche

The Board of Trustees Meeting was recorded for archival purposes to assist in preparing the minutes for the meeting, and is available for review via the Harborside website. All participants via phone were notified of such recording prior to the meeting.

- I. Phil DiDomenico signed paperwork for Recording of Trustee at the Registry of Deeds. Management will forward with the filing fee.
- II. The Trust received the settlement payment of \$215, 000.
What is the net of the Settlement? The net of settlement is ~ \$165,000.
- III. Seawall: North Shore Marine has begun mobilization and prepared staging. The Rogers have been notified and have allowed necessary access across the property line. Management has confirmed with North Shore Marine that both Phase I and Phase II will be completed at the same time.
- IV. Parking Committee: Trustee Carty agreed to chair this Committee to research options to maximize parking spaces, create an overview of parking for all seasons and look into the possibility of space assignments. Options and conclusions will be presented to the Board of Trustees for consideration.
- V. Open:
 - A. The roof in entirety over B7/B8 is scheduled for replacement, along with the removal of stack pipes no longer in use. This work is set to begin within the next week, weather permitting.

B. As a result the Board's investigation into the potential cause of the recent carbon monoxide excursion in C Building the Board of Trustees agreed to schedule and pay for the replacement of the switch/flue on the boiler exhaust vent of Unit C1.

- VI. Capital Improvement Study: Management has begun the process of obtaining proposals for a Capital Improvement Study. Criterium Engineering has already visited the property and will prepare estimate of services. Management will forward to the Board upon receipt
- VII. Emergency Egress D Building: Management contacted two local architects for the redesign of the D Building Egress. Both architects declined due to work load. Management will continue efforts to obtain proposals.
- VIII. Drainage Study: Management has contacted Essex Gutter Systems to prepare a bid on the gutter systems as described in the draft Drainage Study.
- IX. The Board of Trustees will work on an Amendment to the Rules and Regulations, that all homeowner renovations must include Construction Control.
- X. C Building Foundation: Management reviewed a number of questions presented prior to meeting:

The following is not meant to be a record of all topics discussed but for action items as a result of meeting. Some questions presented prior to meeting which were answered are listed below. The full meeting is on the Harborside website.

How much has the Trust approved to date for expenditures?
\$137,000

How much additional Trust funding is anticipated by project's conclusion?
\$75,000 - \$100,000

Are the Trustees and Legal Counsel for the Trust in agreement that the Trust is in full compliance with paragraphs B18 and B19 of the Rules and Regulations.

YES. Prior to commencement of work, the Trust's counsel reviewed the documents, Condo Law 183A and current Rules and Regulations, as well as the overview of scope of services. Trustee Carty obtained email verification from Attorney Aronson that regardless of how the deficiency was uncovered, the Trust is responsible. Attorney Aronson's formal written legal opinion is available on the Harborside web site under tab **Memos; Trustees' Memos & Updates**.

How much is budgeted in the 2019 budget for the delayed improvements for the D Building?

Not sure what delayed maintenance is being referred to, but the foundation of D Building which is the Sea Wall is beginning this week, and the process of obtaining an architect for the egress has begun.

Follow up to the above question, can the C Building foundation be deferred and the decking and railing systems of D building be completed?

No. The Building Department will mandate the foundation be brought to code immediately or risk the loss of the building's occupancy permit.

Who is reviewing the items which are the responsibility of the Unit Owner and the responsibility of the Trust?

The Contractors are separating items which are homeowner responsibility and Trust responsibility. All invoices are sent to the Board and Management.

Why hasn't Trustee de Moraes recused herself from this?

The Board does not require it because there is no conflict as relates to the Trust's work being done so there is absolutely no legal or ethical reason for her to be recused.

Trustee DiDomenico will work with Contractor Tom Jacobs on developing an overall plan of the Bldg. C Foundation.

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

- A. Obtain proposals to tie the CO Detectors in Building C into the hardwired alarm system.
- B. Obtain proposals to install sprinkler system in C Building and have fire panel updated to include this new system.
- C. Investigate way of notifying Units C2, C5, and C8 of when Alarm Panel goes off.
- D. Adjust the 2019 budget to include the recent changes of income and capital expenditures.

VIII. **HARBORSIDE WEBSITE**

www.harborsidecondos.info

IX. **ADJOURNMENT**

The Harborside Condominium Trust Board of Trustees adjourned the meeting at 4:20: p.m.

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