

THE HIGHLANDS AT OCEAN POINT CONDOMINIUM TRUST

MINUTES OF TRUSTEE MEETING

DATE: June 16, 2009 at 7pm at unit 2506

ATTENDEES: Trustees Bill Brissette, Richard Cash, Jan Zabriske, Mark Wells, Joseph Ruggio, Frances Forte, and Maintenance Administrator Donna Crone

The trustees voted unanimously to accept the pet application from the buyers of unit 2911 which allows them to keep a small beagle named Riley at the Highlands.

The trustees agreed to establish a web site for the Highlands condos containing information of use and interest to owners as well as realtors and prospective owners.

The trustees agreed to establish an "Architecture and Landscaping Subcommittee" of interested owners who would design improvements to our landscaping and coordinate with the trustees for financing those improvements. Joe Ruggio will organize that.

Frances and Donna have been coordinating with Verizon to bring FIOS service to the Highlands. To that end, the trustees must grant an easement to Verizon to install cables under our land to the utility rooms. This was approved, however the trustees want to know exactly how the FIOS would be wired from our utility rooms into each unit. Would that involve opening any walls? Frances will set up a meeting between FIOS installers and some of the trustees to explain how that would work.

Rick Cash presented letters from Maribeth Riley and the Youngs in building 4 who object to parking at the clubhouse. Since that is an OPMT issue, it was decided to review the OPMT rules and determine if parking is already restricted and then enforce it. If not, OPMT board will have to make such a rule.

Various maintenance related issues were discussed:

- Sounder Systems can't fix the bldg 4 alarm panel. We are awaiting a quote on hiring a subcontractor to fix it versus CCA versus a quote to replace the entire panel with one that Sounder can service.
- FSS needs to provide us info about whether the bldg 24 pipe corrosion issues are due to improper antifreeze in the past or whether we need an expansion tank installed on that system to alleviate pressure that might be causing the leaks. We agreed to replace 40' of pipe that is leaking again.
- Donna has received Iarossi's final invoice from which she will deduct for damaged plants at bldg 4 and for missing shingles.
- Other maintenance requested to be done is:
 - o Safety striping on stairs leading from HT to lower lot, and down to tennis courts.
 - o Lights on path from clubhouse to Point Rd not operating

- David to powerwash bldg 29 decks week of June 22nd weather permitting
- Have David replace shingles on bldg 4 asap that were knocked off by powerwash

The balance of the meeting was devoted to commenting on a draft of the Rules and Regulations that were compiled by Joe Ruggio and previously reviewed by the trustees. We debated changes to wording and various additions which Joe will recompile for another review by the trustees.

The meeting adjourned at 10pm.