June 1, 2016

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| Tileston Village Condominium Trust  2 Tileston St.  Everett. MA 02149 |  |

Unit Owners: Lenny & Jackie Pepper and John Parro

2 Tileston St., Everett MA, 02149

Dear Unit Owners,

With the departure of Meg Bossom, I have taken over duties as the Trustee of our Condo Association. In order to best serve the members of the Association, I have spent the last few weeks familiarizing myself with on-going matters and going over my responsibilities according to the condominium documents with my lawyer.

Outstanding business:  
1. Our appeal re: the fine for the Attractive Violation is in process, but the City is back up through August on appeals.  
2. We received a violation re: the peeling paint (of which I sent everyone a copy), but I spoke with the City and we will not be fined if we take care of it. We had a planned assessment for the painting this fall, so this just bumps up our timetable. I’m working on getting us a contract with ESP Painting.

Upcoming business:  
1. We are supposed to have a meeting of all unit owners once a year around June. This has fallen by the wayside and I’d like to reassert it starting this month.  
2. For my own bookkeeping purposes, I am going to start send out invoices for HOA fees, payment plans, and assessments.  
3. Any mail you may receive that’s addressed to the Association can be put in my mailbox.

Regards,

Melissa Cerebi

Trustee  
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