

**HSIA BOARD MEETING  
THE KEY SCHOOL  
August 25, 2016**

**BOARD MEMBERS PRESENT:** Mike Penn, Kathy McFadden, Jerry Lichtenberg, Lindsay Abruzzo, Brooke George, Steve Vanderbosch, Lori Nichols-Hogbin, Gene Gross, Ray Sullivan, Amy Donovan, Noel Gasparin

**ADMINISTRATIVE STAFF:** Jean Somers, Jim Schwallenberg, Kellyann Pavkov

**GUESTS:** Jane Ruemke, Kevin Green, Phil Jones, Matt Franz, Marilyn Carpenter, Francis Megan, Helen Raven, Marc Morlock

Mike Penn called the meeting to order at 7:04 pm. Quorum present.

**MINUTES:** Amy Donovan moved to approve the July Board meeting minutes. Kathy McFadden seconded the motion. Vote taken – unanimously approved.

**TREASURER’S REPORT:** Gene Gross reported that we have \$445,303.34 in the Operating Account, \$89,780.06 in the Special Tax Account, for a total of \$535,083.40. Piers & Harbor income is almost completely collected and the Pool income is up by \$3,000 or \$4,000 compared to budget. HSIA previously approved purchase of Quickbooks Cloud, but only one user was purchased. **Gene Gross moved the Board approve an increase to the prior approved QuickBooks Premier Hosted online Cloud-Based version not to exceed \$1,500 in order to purchase an additional user license and reallocate the funds to 50% General Fund and 50% Special Tax. Brooke George seconded the motion. Vote taken – unanimously approved.** The Budget Committee met on August 4 to begin working on the proposed FY2018 budget. Some concerns and questions are:

1. Security – Budget Committee needs to know what security coverage we’re getting for the funds allocated.
2. Rain garden maintenance is growing as we add more rain gardens to the community. We might need to bump up the dollar amount and get someone to manage the rain garden maintenance for the entire community.
3. Want to set \$50,000 in a reserve fund. Approximately \$34,000 will be set aside for another year to reduce taxes.

The next Budget Committee meeting will be on September 14. Hope to have a draft budget ready one week before the October Board meeting.

**ADMINISTRATIVE REPORT:** Jean Somers reported on the community yard sale scheduled for Saturday, September 17; the September Happy Hour scheduled for Saturday, September 10; the HSIA Crab Feast scheduled for Sunday, September 11, and the Lighthouse Run For Shelter that will start at Quiet Waters Park and a half-marathon through Hillsmere on Sunday, September 25.

**PRESIDENT’S REPORT:** Mike Penn reported on the following:

1. Spoke with John Cochran regarding the person he has living at his residence at 108 Carroll Drive. The resident has junk in the yard and has made appearances at the marina and showed unacceptable behavior. Mike is working with John Cochran to try and improve the situation.
2. Mike met with Matthew Nespole, the Head of Key School. They discussed traffic. The Headmaster is willing to take responsibility for Key School students and parents that drive poorly. If residents see any incidents of poor driving, get the license plate and a picture, and Matthew Nespole will speak with the parents or students directly. Steve Vanderbosch questioned the possibility of a 4-way stop sign at the corner of Carroll and Hillsmere Drives. Matt Franz mentioned that he contacted Nestore Flores of AA County to perform a traffic study on Hillsmere Drive.
3. Mike announced that Kate Brew is our new Nominations Chair. Candidate submissions need to be submitted by September 10, 2016 for President, Vice President, Treasurer and Secretary.
4. Mike Penn suspended a pool member for the rest of the season. Mike received input from the HSIA Executive Board and Pool Chair before making this decision.
5. There will be an adult kickball game between Black Walnut Cove and Hillsmere on a Sunday in October. Location TBD.

#### **SECRETARY'S REPORT:**

1. **Political Signs in Hillsmere:** Kathy McFadden looked at our HISA Rules & Regulations in regards to political signs. Kathy passed out County guidelines on signage. Discussion. Our rules state that political signs can only be placed 30 days before and 7 days after an election. Assuming we would want to enforce this rule; how would we enforce it? We will place a reminder in the Sea Breeze.
2. **Neglected Home at 127 W. Bay View Drive:** Kathy McFadden reported on the condition of a home at 127 W. Bay View Drive. The property is overgrown with grass and weeds. Kathy passed out a handout from the County regarding weeded lots and overgrown grasses. Mike Penn will contact the owner of this property. The County Chief Engineer said that HSIA can file a health issue complaint. Discussion of reestablishing an HSIA Zoning and Covenants Committee.

#### **ENVIRONMENTAL:** Kevin Green reported on the following:

1. Working with Piers & Harbor Committee on invasive issues. Marilyn Carpenter also mentioned that she is concerned about the area at the beach where underground irrigation pipe drains into the rain garden. The area was crushed and damaged and does not drain well. Carl Corse will speak with the company that put in the irrigation system and see if we can repair the drain field under the old permit. Kevin is also looking at other rain gardens so the water can be captured before it flows over the parking lot.
2. The HSIA Crab Feast will be a zero waste event. Crab shells will be composted. Recycling will go to the County. The compost company will charge no more than \$100. Kevin is anticipating all our events to be zero waste events.
3. The County is working on plans for the rain garden along Harbor Drive from Phipps Lane to Great Lake Drive. BayLand, contracted by the County, should have drawings by November. The rain garden won't be built until next Fall.

**SECURITY:** Matt Franz reported that nothing is out of normal. Matt gave the HSIA Board an overview of Security dollars and how the dollars are spent.

1. **Blueguard Security** -- \$80,000 is contracted for Blueguard Security as follows:  
\$25/hour for 30 hours a week patrol; \$20/hour for beach patrol. We must contract for at least 30 hours a week with Blueguard. Mac, our Blueguard Security Officer performs the following services, besides the community and beach patrol: school bus stops; resident issues, vacation stops; locks boat ramps and beach; reports street light outages to the County; performs other services for Marina Chair, Beach Chair, and Administrator.
2. **AA County Police After Hours:** HSIA has a contract with a Hillsmere resident that is also an Anne Arundel County Police Officer. This Officer patrols Hillsmere 40 hours a month, from 11 pm through the early morning hours at a rate of \$40 per hour. The Officer acts as liaison with the County police, has radar, checks vacation stops, periodic checks of community, and is in uniform and drives an Anne Arundel County police car.

The Board requested if they could get security reports from the AA County Officer like they do from Blueguard. Matt said that he can forward the reports to the Board.

**PIERS & HARBOR:** Steve Vanderbosch reported that all is well at the marina. Only one report of dock lines stolen. Parking situation good. Steve will submit a Sea Breeze article to remind slip holders to remove boats during bad storms and hurricanes. Life ring cabinets are all installed. Pier lighting is repaired. The County still needs to pave the driveway. Steve ordered a bike rack for the marina. The Boat Park is reconfigured. The boundaries were surveyed and we gained 15 feet on the north side of the Boat Park. Parking is now at an angle. **Steve Vanderbosch moved the Board approve a contract with Bay Area Tree Care in the amount of \$1,800 for the removal from the Boat Park of bamboo and undergrowth along the South side, removal of a Black Gum Tree trunk, and removal of an overhanging cherry tree limb. This includes obtaining the necessary permits for the work. The Board approved this contract by email in mid-August. Kathy McFadden seconded the motion. Vote taken – unanimously approved.** The Boat Park rules state that boat and trailers need current registrations. We will enforce that rule next year. A preliminary recommendation from Piers & Harbor is to keep fees the same for 2017.

**POOL:** Brooke George reported that we are closing out the pool season. It is really quiet at the pool with the start of school. Moving forward, the Pool Committee will be considering what do to about Key Camp, Black Walnut Cove, and Annabelle Lobe's swim lessons. The next Pool Committee meeting will discuss these issues. Brooke would like some input from the Board. The Board suggests recommending a more fair price to Key School for Key Camp usage at our pool. The Board suggests putting an agreement in place with Black Walnut Cove which gives a sunset date on the agreement; such as Black Walnut Cove can join the pool until 2020; and also raising the price of membership for Black Walnut Cove residents.

**BEACH:** Marilyn Carpenter reported as follows:

1. Thank you to Tom Schwallenberg for filling the erosion near the water with pea gravel and small stones. We hope this is a good solution to our ongoing problem.
2. Thank you to Tommy Grierson for assembling the new picnic tables for the small pavilion and children's table for the playground near the small pavilion.

3. Thank you to Mac for noticing some of the repairs that needed to be done at the beach. His watchful eye makes our beach safer and nicer. After the tables were delivered, Mac made sure the tables were chained to something so they don't "walk away".
4. Thanks to Steve Vanderbosch for recycling the old small pavilion table into a sturdier platform in front of the port-a-potty.
5. Some other improvements: Heidler plumbing replaced a broken shower handle; Colonial Electric replaced the GFI on the post near the port-a-potty; Designs & Signs printed and posted new signs at the entrances to the beach; large playground repairs & improvements.

Marilyn will have someone look at the drainage area between the playground and the large pavilion to see if we can repair the drainage irrigation system under the old permit.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Discussion on 163 E. Bay View Drive. The house isn't 15 feet from the property line. Jay Megan, neighbor at 161 E. Bay View Drive, discussed the construction at 163 E. Bay View Drive. Carl Corse, also neighbor and HSIA's Building Permit Chair, will attend the variance hearing for this property next week and will report back to the Board.

There being no further business, the meeting adjourned at 9:09 pm.

Respectfully submitted,

Jean Somers  
Administrator