

**HSIA BOARD MEETING
THE KEY SCHOOL
October 30, 2014**

BOARD MEMBERS PRESENT: Christian Elkington, William Anderson, Noel Gasparin, Mike Penn, Mark Carroll, Steve Vanderbosch, Helene Raven, Suzanne Martin, Ray Sullivan (Absent: TJ Hurlburt, Kathy McFadden)

ADMINISTRATIVE STAFF: Jean Somers, Jim Schwallenberg

GUESTS: Phil Jones, Wayne Martin, Linda Elkington, James MacFetrich, Jeri Singleton, Sandra Anderson, Debra Lambert, Colleen Mitchell

Christian Elkington called the meeting to order at 7:05 pm. Quorum present.

MINUTES: Steve Vanderbosch motioned to approve the September Board Meeting minutes. Mark Carroll seconded the motion. Vote taken – unanimously approved.

TREASURER’S REPORT: Suzanne Martin reported that as of September 30 we have \$232,126.11 in the Operating account, \$3,832.89 in the Special Tax fund, for a total of \$235,959.00. Suzanne Martin, Steve Vanderbosch, and Jim Schwallenberg have started the process of preparing the Piers & Harbor budget. The first budget presented will be the Special Tax budget.

PRESIDENT’S REPORT:

1. **Forced Main Project** -- Christian Elkington attended a meeting on October 22 where the County provided a thorough presentation on the forced main project. This project will run pipe from the Mayo Treatment Plant to the Annapolis Treatment Plant. The material in the pipe will be treated, it is not raw sewage. The pipe will go under the South River and Quiet Waters Park, under Hillsmere Drive, behind the Library and shopping center, to the Treatment Plant.
2. **DPW Generators** – Christian Elkington reported that Department of Public Works issued a letter announcing that work to replace the emergency back-up generators in Hillsmere will begin in November and should be done by August 2015. This project may be fairly disruptive and one lane will need to close while work is in process. Helene Raven offered to obtain clarification on the extent of the work.
3. **New Rain Garden** – Christian Elkington reported that a new rain garden is being installed at the community center. Debra Lambert is spear-heading the project and has three grants to be used for the project. Volunteers are needed to help plant 136 plants on November 15.
4. **Community Center** – Christian Elkington reported that we’ve started moving into the community center. A realtor’s lock box has been installed and people in need will get the combination.

APPROVALS / APPEALS: None.

BEACH: Noting to report.

POOL COMMITTEE REPORT: Linda Elkington submitted a Pool Committee report (attached). Continental Pools has submitted a 2015 contract. Per HSIA request, average man-hours per week

remained the same as 2014, but schedule changed to match utilization as indicated by 2014 check-in/check-out data. Price reflects increase in minimum wage. Addendum that bundles recurring items has been added.

PIERS & HARBOR COMMITTEE REPORT: Steve Vanderbosch reported that we are transitioning for winter operations. Water and pumpout will be turned off after the first freeze. New slip fees need to be in hand before January. The slip fees are in eight categories based on slip size. A premium is applied to bulkhead slips. Slips were increased 3% last year. Piers & Harbor is proposing a 3% across the board increase, with the same premium on bulkhead slips. This will still allow for a \$20,000 payment on debt. Proposing kayak racks increase to \$50, proposing boat ramp key increase to \$50, and proposing boat park increase to \$20 a month (refundable if vacated during the year).

PROPERTY MANAGEMENT COMMITTEE REPORT: Christian Elkington reported that bidding on the pool renovation has become increasingly difficult. Very few companies will do a comprehensive job.

SECURITY: Nothing to report.

WELCOME COMMITTEE REPORT: Nothing to report.

OLD BUSINESS: None

NEW BUSINESS:

1. **HSIA Fees for 2015** – Christian Elkington presented the proposed HSIA 2015 annual fees as follows:

a. Membership	\$ 20
b. Boat Park	\$240
c. Slip Wait List Deposit	\$100 (one time non-refundable applied to slip rent)
d. Kayak Rack	\$ 50
e. Boat Ramp Key	\$ 50

Steve Vanderbosch motioned the Board approve the proposed rates as presented. Ray Sullivan seconded the motion. Vote taken – unanimously approved.

2. **Pool Contract** – Christian Elkington presented pool management proposals (attached). The Continental Pools contract is essentially the same as last year, except a rearrangement of hours, per our request. The contract is \$59,990 for the year consistent with the 2015 budget. **Helene Raven motioned the Board approve the pool contract with Continental Pools. Suzanne Martin seconded the motion. Vote taken – unanimously approved.** Mark Carroll asked about the diving board issue. Christian responded that a letter has been sent to the County, and received by the County, and is in the hand of bureaucracy.
3. **2015 Pool Membership Rates** – Christian Elkington presented the proposed 2015 pool membership rates (attached). The Pool Committee is considering discontinuing any incentives. Discussion. **Helene Raven motioned the Board approve the proposed 2015 pool membership rates as presented. Ray Sullivan seconded the motion. Vote taken – unanimously approved.**
4. **Pool Filtration System Replacement** – Christian Elkington presented three bids for replacement of the pool filtration system. Two bids are almost identical. If we sign with Continental Pools, we will receive a 10% discount. Christian Elkington recommends we use

Continental Pools since Continental Pools is also managing our community pool. Work will be done over the winter. **Suzanne Martin motioned the Board approve replacing the filtration equipment and contracting with Continental Pools NTE \$8,000. Mark Carroll seconded the motion. Vote taken – unanimously approved.**

5. **Pool Miscellaneous Operating Repairs** – Christian Elkington asked for authorization to expend up to \$3500 with Continental Pools for repairs. **Mike Penn motioned the Board approve that the Pool Chair may approve NTE \$3500 with Continental Pools for miscellaneous operating repairs for the 2015 operating season. Mark Carroll seconded the motion. Vote taken – unanimously approved.**
6. **Pool Fence** – Christian Elkington reported that we will be relocating the pool storage shed in order have space for grassy area inside the wading pool. Christian is proposing that the old fence be removed and new fencing be installed. Cost is \$1100. **Helene Raven motioned the Board approve NTE \$1600 to install proposed fence at wading pool area. Mark Carroll seconded the motion. Vote taken – unanimously approved.**
7. **Pool Storage Shed** – Christian Elkington proposed HSIA purchase a new storage shed for the pool. The shed can be significantly smaller than the current shed because a lot of items can be stored in the community center. HSIA can install a shed within the pool area without a permit. Christian is proposing a cedar shed and the shed can be purchased using Special Tax money. **Suzanne Martin motioned the Board approve NTE \$2500 for shed at pool and \$500 for installation for a total of NTE \$3000. Ray Sullivan seconded the motion. Vote taken – unanimously approved.**
8. **ADT Alarm System at Community Center** – Christian Elkington wanted to get a sense of the Board as to what type of ADT alarm system the Board would like at the community center. Christian recommends four cameras; two focused on the entrance to the community center and two focused on the grassy area where we've had problems in the past. Should we get a four-channel or an eight-channel? Christian recommends an eight channel because increasing after the purchase would be cost prohibitive. Finding will be from Special Tax. An eight channel would still include four cameras. **Mark Carroll motioned the Board approve the installation of a four channel ADT system NTE \$2580 for installation of cameras and contract. Suzanne Martin seconded the motion. Vote taken – unanimously approved.**
9. **Internet Access at Community Center** – Christian Elkington inquired if the Board might be interested in internet access at the community center. Verizon would not charge an installation fee. This internet access might be able to route to the pool for wireless internet at the pool. This is just for consideration.
10. **Bay Area Tree** – Christian Elkington reported that the front wall of the community center needs to be regraded. In order to grade, trees need to be removed. **Christian Elkington motioned the Board approve NTE \$2500 for tree removal of three trees at the community center. Steve Vanderbosch seconded the motion. Vote taken – unanimously approved.**
11. **Ciminelli's Landscaping** – Christian Elkington recommends we hire Ciminelli's Landscape to regrade, dig a swale to redirect water, and seed at the community center. HSIA will get any permits required. **Suzanne Martin motioned the Board approve NTE \$2000 for grading of front yard of the community center. Steve Vanderbosch seconded the motion. Vote taken – unanimously approved.**
12. **Pet Waste Stations** – Christian Elkington reported that Kathy McFadden has volunteered use of her property for a pet waste station to be installed at the corner of Harbor and Lakeview Drives. Christian will work on originating a contract between HSIA and Kathy

McFadden to lease her property for the waste station. **Christian Elkington motioned the Board approve NTE \$1200 for purchase of two new pet waste stations and NTE \$200 for installation of the stations. Helene Raven seconded the motion. Vote taken – unanimously approved.**

- 13. Beach Renovations – Christian Elkington motioned the Board approve NTE \$2500 for miscellaneous projects at the beach. Suzanne Martin seconded the motion.** Discussion – what are the projects? Christian mentioned that there are miscellaneous projects that would require approval and this blanket approval will take care of the projects. The funds will be from Special Tax. **Vote taken – 8 in favor; 1 opposed (Bill Anderson); motion passed.**

There being no further business, the meeting adjourned at 9:00 pm.

Respectfully submitted,

Jean Somers
Administrator