

**HSIA BOARD MEETING
THE KEY SCHOOL
September 28, 2017**

BOARD MEMBERS PRESENT: Mike Penn, Gene Gross, Lindsay Abruzzo, David Miles, Ray Sullivan, Paul Barnes, Mike Wurst, Steve Vanderbosch, Amy Donovan, Brooke George, Jerry Lichtenberg

ADMINISTRATIVE STAFF: Jean Somers, Jim Schwallenberg

GUESTS: Carl Corse, Sandra Anderson, Jeri Singleton, Phil Jones, Bryan Fishback, Vijay Ramraj, Noel Gasparin, Marilyn Carpenter

Mike Penn called the meeting to order at 7:05 pm. Quorum present.

MINUTES:

1. **Steve Vanderbosch moved the Board approve the August Board meeting minutes as amended. Paul Barnes seconded the motion. Vote taken – unanimously approved.**
2. **Steve Vanderbosch moved the Board approve the August Closed Session Board meeting minutes as amended. Brooke George seconded the motion. Vote taken – unanimously approved.**
3. **Steve Vanderbosch reported that regarding the AG Complaint Case on the Open Meetings Act; the case is closed.**

TREASURER’S REPORT: Gene Gross reported that we have \$521,342.08 in the Operating Account; \$149,904.65 in the Special Tax Account; for a total of \$671,246.73 as of August 31, 2017. Discussion of Key School donation equal to amount of special tax for six lots. Jim Schwallenberg will invoice Key School.

SECRETARY’S REPORT: Mike Wurst reported that there were six people in attendance at the first Bylaws Committee meeting. The Committee is concentrating on Articles I – III. The main focus is to clarify information and update dollar amounts. The Committee will be meeting every month. The meeting date is on the website and announced in the Sea Breeze.

ADMINISTRATIVE REPORT: Jean Somers reported that Meet the Candidate Night is scheduled for Thursday, October 19, 7 pm at Key School Katharine Hall. The election ballot will be in the November Sea Breeze.

PRESIDENT’S REPORT: Mike Penn announced that there will be a fundraiser event on October 2 for victims of hurricanes. Please bring donations to the Hillsmere beach. The General membership unanimously approved the Harbor Drive rain garden at the September General meeting. Two local politicians were present at the general meeting – Chris Trumbauer and Pat Daly. Mike Penn reminded the Board that we are not a homeowner’s association. Our Committee meetings do not need to be open meetings. Mike Penn will leave that up to

Committee Chairs. Paul Barnes said we should announce committee meetings on the website. Discussion. Some committees are not on a regular basis. We can announce committee meetings in the Sea Breeze and on the side banner on the website.

BUILDING PERMITS: Mike Penn explained the need for variances when a building permit is requested. Our Covenants state that we have a 30 foot setback from the road and 15 foot sideline setback. The job of the Board is to protect our Covenants. Certain exceptions can be made.

1. Carl Corse presented a building permit request for 603 Beach Drive (plans attached). The resident is requesting plans that include a detached garage with a 7 foot sideline setback. The garage is attached to the house by a deck. An accessory structure does not need a variance. The owner, Bryan Fishback, was introduced to speak about the construction plans. Discussion followed. The owner will resubmit plans showing the garage as an accessory structure and not physically connected to the house.
2. Carl Corse gave the floor to Amy Donovan to present plans for 112 Green Spring Drive. The lot is rectangular, but slopes in the front. The builder is requesting a 12 foot sideline setback for a side entrance garage. Carl Corse mentioned that variances can be granted for odd-shaped lots or for topography. Carl Corse recommends approval of the variance. It is the minimum needed to afford relief. Discussion followed. Questions from the Board – can the house be moved over on the lot? Can the house be made a little smaller? Dave Miles mentioned that he had to make his rooms a little smaller in order to meet the Covenant restrictions when he was building his house. **Brooke George moved the Board approve the variance request for 112 Green Spring Drive. Lindsay Abruzzo seconded the motion. Vote taken – 4 in favor (Amy Donovan, Paul Barnes, Lindsay Abruzzo, Brooke George); 5 opposed (Mike Wurst, Ray Sullivan, Steve Vanderbosch, Dave Miles, Gene Gross); 1 abstained (Jerry Lichtenberg); Motion did not pass.**

CONSTRUCTION CONTRACTS: Mike Penn spoke about the AIA Document (Standard Short Form of Agreement between Owner and Contractor). Some contracts for work done in our community are not very specific. AIA produces good samples for contracts. HSIA will use the AIA Contract for construction work done in Hillsmere moving forward.

POOL: Brooke George needs to update the request for funds for the Labor Day pool party because of an overage of funds. The Board originally approved \$3000 for the Labor Day pool party. **Brooke George moved the Board approve an additional \$1300 for the Labor Day pool party. Dave Miles seconded the motion. Vote taken – unanimously approved.** There will be a Pool Committee meeting next week. Brooke does not foresee any major changes. The Committee will discuss Key Camp and Annabel Lobe. Rates and incentives will probably stay the same. Brooke will be looking at the security system. The Pool Committee may get a security system through the pool WiFi. Brooke asked the Board for more support at General meetings, especially when members ask questions about Special Tax money spent at the pool.

PIERS & HARBOR: Steve Vanderbosch reported that the Piers & Harbor Committee is looking into upgrading the security system. There has been some recent vandalism. The marina gate

malfunctioned on September 9 and needs repair; Steve is working on scheduling the repair. The Piers & Harbor Committee is working on a hurricane/tropical storm plan; with each slip holder completing a one-page hurricane plan. The bank loan is less than \$104,000. Steve is looking to refinance the loan. The Piers & Harbor budget has been submitted with no increase for next year. A derelict boat drifted into the marina. DNR said they will dispose of soon. The boat broke free from Duvall Creek.

BEACH: Marilyn Carpenter reported on the following:

1. The Beach Committee will be installing a 4'x4' Trex wheelchair pad near a bench along the beach walkway. The cost for the pad is \$750. Red Maple Construction will be doing the project.
2. The beach walkway, which starts at the bridge at the center of the beach and extends past the large pavilion and ends near the shower area, is nearing completion. The contractor (Irish Green) used a lesser grade pressure treated wood. Irish Green has returned the wood purchase and has replaced it with a UC4B wood for the last 50 feet of the project. Dan Hoadley added a French drain to alleviate water ponding underneath the walkway.
3. Dave Miles talked to LaRosa regarding the large pavilion roof. Certain items that were not originally included in the first quote are ice and water shields, removing some drip edges and installing new aluminum fascia and drip edges over some wood. LaRosa's price increased when Dave Miles inquired about these items. **Paul Barnes moved the Board approve \$3400 for the roof replacement on the large pavilion. Dave Miles seconded the motion. Vote taken – unanimously approved.**
4. Noel Gasparin and Helen Raven are working on trees at the beach. Noel has trimmed, pruned, and elevated trees. He is potentially removing 5 Crab Apple trees.
5. The posts on the small pavilion have been painted, thanks to John and Blanch O'Neill and Bill Cone, and Gene Gross for donation of paint and supplies.
6. The Beach Committee would like to look into security cameras at the beach.
7. We may need to purchase new nettle nets next year. The current nets will be raised soon.

SECURITY: Sandy Anderson reported for Matt Franz as follows:

1. We will stay in full summer security mode at the beach until November
2. Some damage at the pool by an ATV type of machine, Matt has AA police on alert
3. Key has had a couple issues with something driving on property
4. Mac will be following school buses and checking the stops
5. Security has a few homes on special vacation checks
6. A few residents have complained about traffic issues. Matt has requested special traffic enforcement
7. Security has added Mrs. Anderson and Mike Jones to its committee
8. There have been a number of car break-ins on Edgemere Drive and Cedar Lane
9. Someone was trying to break into a screened porch on Walnut Drive at 5 am
10. Questions or concerns please email Matt

OLD / NEW BUSINESS: Ray Sullivan asked if Hillsmere wants to make a statement regarding a possible boat ramp at Quiet Waters Park? **Steve Vanderbosch moved HSIA endorse and support South River Federation comments on Anne Arundel County boat ramps. Dave Miles seconded the motion. Vote taken – unanimously approved.**

There being no further business, the meeting adjourned at 9:15 pm.

Respectfully submitted,

Jean Somers
Administrator