

**HSIA BOARD MEETING
THE KEY SCHOOL
September 26, 2019**

BOARD MEMBERS PRESENT: Michael Waters, Mike Wurst, Steve Vanderbosch, Ray Sullivan, Phil Jones, Claire Corcoran, David Miles, (Absent: Gene Gross, Marilyn Carpenter, Brian Gallagher, Robin Clark Eilenberg)

ADMINISTRATIVE STAFF: Jean Somers

GUESTS: James MacFetrich, Sandra Anderson, Thomas Schwallenberg, Nick Kyriacou, Jeri Singleton, Danielle Franz

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

Mike Waters asked if there are any changes to the Agenda. No changes.

MINUTES: Steve Vanderbosch moved to approve the August Board meeting minutes. Mike Wurst seconded the motion. Vote taken – unanimously approved.

TREASURER’S REPORT: Mike Waters reported for Gene Gross we have \$612,418.47 in the Operating Account; \$365,383.24 in the Special Tax Account; for a total of \$977,801.71 as of August 31, 2019. We possibly may need to access reserve funds for two capital expenses – \$65K for the community house and \$100K for our waterfront. Mike took questions from the Board.

SECRETARY’S REPORT: Mike Wurst reported that that we have 9 candidates running for the Board for calendar years 2020/2021. Bios are published in the October Sea Breeze. Meet the Candidate Night is scheduled for Thursday, October 10, 7 pm in The Barn Commons. Candidates are Ray Sullivan, Robin Clark Eilenberg, Steve Vanderbosch, Phil Jones, Claire Corcoran, Jeri Singleton, Fred Matos, Jay Harper, and Chris Grim. Sabrina Penn is awarded the Pet Waste contract and she will be starting on October 1. Hillsmere Elementary School reached out to HSIA and asked for a HES liaison. We have three Hillsmere residents that are on the HES PTA and they have been invited to communicate information to Kellyann for the Sea Breeze.

ADMINISTRATIVE REPORT: Jean Somers reported on the following:

1. The Halloween parade is Sunday, October 27, 1 pm starting at the Key School gazebo and parading to the beach for refreshments.
2. The Oyster roast is scheduled for Saturday, November 9, at 12:30 pm at the beach.
3. Meet the Candidate Night is scheduled for Thursday, October 10, 7 pm, The Barn Commons
4. The October Board meeting is rescheduled to Thursday, October 24, 7 pm, The Barn Commons

OLD BUSINESS: Mike Waters reported on the following:

1. **Attorney** -- Mike Waters met with attorney David Plott to discuss changing covenants to address high-density occupancy and County’s position on high-density occupancy. Followed up with Sharon Blugis, County Executive’s Office, Community Engagement and Constituent Services. In discussion with David Plott, David heard that the County Exec is sympathetic to our issues and

there is interest in the County in addressing our issues. Agreed to have David Plott follow up with Gregory Swain, County attorney. Key question is how many Hillsmere houses are high-density and to see about changing our covenants. Ad hoc Covenant Committee to be formed. Claire Corcoran has a meeting with Lisa Rodvien and Chief of Zoning. A Covenant Committee meeting will be held on Monday, September 30, 7 pm at the Hillsmere House. Mike Wurst chairs the Bylaws Committee to update our Bylaws. Pending – HSIA to identify property owners who have recently violated community covenant of 15’ setback so David Plott can send enforcement letters.

2. **Raingarden Proposals** -- Mike Wurst, Kevin Green, and Mike Waters working on a new proposal to include kayak rack and boat ramp areas.
3. **Tree reimbursement** – Kevin Green and Mike Waters will investigate County payment for removal and replacement of two trees killed during construction of the Harbor Drive raingarden.
4. **Shoreline Loan Program** – Mike Waters, Jeri Singleton, and Kevin Green meeting to explore opportunities to leverage DNR’s Shoreline Loan Program.
5. **Deer control** – 30 signatures on a petition so far to submit to Rick Anthony, Recreation and Parks, when we have 100 signatures. Petition does not restrict non-lethal options
6. **Quiet Waters Park** – no update on County buying property between Loden Pond and Forest Hill Drive.
7. **Traffic issues** – Mike Waters in contact with Erik Terry, County Traffic Engineer, to request snowplow proof, rumble strip on blind curve on north bound Hillsmere Drive near Duvall Lane. Concern expressed at September General meeting about excess shrubbery removal.
8. **Tree removal** -- CKA Tree removal and stump grinding is pending. Steve Vanderbosch mentioned that we could use woodchips at the kayak ramp and embankment at Beach Drive boat ramp.
9. **Antenna easement** – Dave Miles mentioned that the Board was copied on the last two emails. HSIA is requesting change to the drawings. The change is penciled in on one drawing, but we’re requesting numbers be changed on all drawings.

POOL: Danielle Franz reported that we haven’t heard from Dave and Julie Burman (QWP Ranger and family) on the offered pool membership. Anchor Aquatics has closed the pool. Anchor Aquatic hasn’t gotten out to inspect the pool for resurfacing. It’s not in our best interest to resurface too early. Anchor Aquatics has asked an engineer to inspect the pool. Even if we don’t resurface, we will probably need to replace the water in the pool. Tom Schwallenberg requests the Pool Committee look at items stored at the Hillsmere House. The adult pool party sold 40 tickets. It was a small crowd but everyone had a good time. Mike Waters will stop the Comcast service at the pool.

PIERS & HARBOR:

1. **Steve Vanderbosch moved the Board approve the award of two contracts, NTE \$4,500, to Flood Bros. Marine Consultants as follows:**
 - a. **Boat Park -- prepare vegetation management plan and landscape plan for shoreline and slope, at a cost of \$2,480; and**
 - b. **Kayak Ramp -- prepare vegetation management plan and landscape plan for shoreline and slope, at a cost of \$1,860.**
- Dave Miles seconded the motion.** Discussion. Both the Boat Park and Kayak Ramp shorelines are in need of shoreline maintenance. The previous approach of allowing the shorelines to grow

“naturally” has resulted in overgrowth by invasive plants and vines. This is the first step to obtain County-approved vegetation management plans and to design landscape improvements, to be followed by construction/installation of authorized improvements by qualified landscaping firms. Flood Bros is working on a plan for plantings and Steve will come back to the Board for an execution contract. Question – how does this proposal relate to shoreline contract that Kevin Green is working on? Kevin Green is working on maintenance contracts after we do plantings. The maintenance contract that Kevin is working on will include rain gardens and shoreline. **Vote taken – unanimously approved (to include proxy from Gene Gross).**

2. Steve Vanderbosch discussed the bid process for the Sunset Drive pier construction. Steve received four bids (bid sheet attached). All are reputable firms with lots of experience. Steve requested bids for replacement in kind, but asked contractors to provide their ideas on approach. Heinsohn provided ideas and has been very responsive. Award of the contract to Heinsohn is recommended. Authorization is requested to spend up to \$150,000 in order to accommodate field changes and anticipated extra work at the Marina. Question – can the Board get a drawing of this work? Steve can provide drawing. Once the contract is approved, Steve will publish the work schedule. The Sunset ramp will be closed during construction. **Steve Vanderbosch moved the Board approve the award of a contract, NTE \$150,000, for construction at the Sunset Drive Pier and Boat Ramp, including finger pier installation, boat ramp reconstruction, bulkhead and wingwall replacement and expansion, and miscellaneous ancillary work, to Heinsohn Contracting, Inc., in the amount of \$129,510, in combined Special Tax and P&H funds. Ray Sullivan seconded the motion. Vote taken – unanimously approved (to include proxy from Gene Gross).**

Steve Vanderbosch also reported that Piers & Harbor is doing routine winterization and is turning off water in the pump out.

HILLSMERE HOUSE: Tom Schwallenberg referenced the handout given at the last Board meeting and provided answers to questions from the last Board meeting. On that handout, the carport was not presented as closed because the House Committee didn't want the layout to be too cumbersome to the surrounding community. The House Committee stayed with a smaller concept. The parking question can't be resolved until we go to the County with our proposal. The County will determine the number of parking spaces needed. The Committee can't go any further without bringing an architect on board. All work presented will be about \$55K. An architect will charge about 10% of cost for drawings. Small architects will charge 5-7% of cost. It was agreed that there is no conflict of interest to bring HSIA Vice President Dave Miles on board as the architect for the Hillsmere House. Before doing so, Dave Miles recommends he and Mike Waters meet with the County to discuss the work presented. Mike Waters agreed and asked, if in the meantime, there is work we can do. Dave Miles suggests not moving forward on small projects, but to look at this job as a whole.

ENVIRONMENTAL: Kevin Green not present. Mike Waters reported that we are seeking a \$2500 matching grant for planting trees and shrubs.

SOCIAL COMMITTEE: Jean Somers mentioned that we have a Recreation Committee chaired by Nuala O'Leary, to include events like the Easter Egg Hunt, Ice Cream Social, July 4th Bicycle Parade, Community Picnic, and the Halloween Parade. Our Happy Hours, Pig Roast and Oyster Roast are not part of that committee. We need someone to chair the Happy Hours. Noel Gasparin organizes the Pig Roast and Dave Miles organizes the Oyster Roast. We will look into finding a chair for the Happy Hours for next

summer. Dave Miles mentioned that we need shuckers for the Oyster Roast. Grills will be going and we have pork left over from the Pig Roast. The Oyster Roast is lots of fun, so please come join in.

BEACH: Jeri Singleton reported that the Beach Committee met on September 7 and everything was discussed that President Waters asked. We are still waiting patiently for estimates to fix the railing, hole, and revetment. We are in year 1 of the 5-Year Plan and all repairs in year 1 were done. At this time, we will concentrate on further repairs. We will not be starting any new projects at this time unless it is an emergency. Normal maintenance will be done. Sandy Anderson is working on a security stand for the beach guard. Discussion. What about a pop-up tent? The Committee is researching cost and maintenance of a flag stand at the beach. BGE will be building a stand for the osprey nest. Tentative installation date is January 2020.

SECURITY: Claire Corcoran talked to the owner of the website Nextdoor.com, which is sending fliers through the postal mail to Hillsmere residents. Nextdoor is a legitimate website networking platform. When a resident joins the website, they can authorize Nextdoor to use their name for advertisement. Residents names are being used to reach out to Hillsmere neighbors as a marketing tool. Security coverage is being cut back. Mac's hours are adjusted to 30-35 hours per week, with 6-hour shifts. Mike Homewood's hours are also adjusted to seasonal hours as we've done in the past. Claire is trying to keep the hours most effective.

ZONING: Claire Corcoran reported that her letters to the County haven't gone unnoticed. She has a meeting scheduled for October 7, 4 pm, with Lisa Rodvien and the Chief of Zoning. Claire intends to discuss zoning enforcement (Claire will have a list of addresses) and overcrowding (multi-family vs single family, Airbnb, rooming houses).

PERMITS: Dave Miles reported that HSIA is requesting change to the drawings for the antenna on Green Spring Drive. The change is penciled in on one drawing, but we're requesting numbers be changed on all drawings. Dave reported on 416 Hillsmere Drive. The resident applied for a County permit for electrical and plumbing, but it's pending. There was a stop work order issued, but work as resumed.

ANPF: Ray Sullivan mentioned that he will send out a list of happenings.

NEW BUSINESS:

1. Mike Waters reported that the American Red Cross is offering free smoke alarm installations. This can be advertised in the Sea Breeze and at Come And Get It Day.
2. Sharon Blugis has invited the Board and Committees to dinner on November 3 from 4-8 pm at her address at 150 E. Bay View Drive. She is hoping to have multiple residents set up tables in her backyard and invite their neighbors for dinner. She is having a planning meeting and Mike Waters will attend.

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

Respectfully submitted,

Jean Somers
Administrator