

**HSIA BOARD MEETING  
VIRTUALLY VIA ZOOM  
April 29, 2021**

**BOARD MEMBERS PRESENT:** Mike Waters, Jay Harper, Maureen Sherer, Claire Corcoran, Chris Grim, Gene Gross, Steve Vanderbosch, Ray Sullivan, Mike Wurst, Phil Jones, Dave Miles

**ADMINISTRATIVE STAFF:** Jean Somers

**GUESTS:** Bob Cohn, Marta Hansen, Kevin Green, Danielle Franz

The meeting began at 7:02 pm. Due to COVID-19, this is a Zoom meeting, so members are joining virtually over the internet.

**AGENDA:** Mike Waters asked if there were any changes to his proposed Agenda. Mike Wurst requested the Secretary's Report be moved to the end.

**MINUTES:** Steve Vanderbosch moved the Board approve the March Board meeting minutes with the following changes:

1. **Administrative Report:** In regard to the Duck Blind renewal, delete sentence "Now that E. Bay View Drive residents have riparian rights" and delete Steve Vanderbosch's name (only Chris Grim working on Duck Blind renewal).
2. **President's Report, #7,** delete sentence "*Gene's green is a thing* (note Piers and Harbor and Beach reports)".
3. **Marina Operations, 7<sup>th</sup> bullet,** delete the words "see attached".
4. **Security, 2<sup>nd</sup> sentence,** correct spelling of Stay Alert

**Chris Grim seconded the motion. Vote taken – unanimously approved.**

**TREASURER'S REPORT:** Gene Gross reported that we have \$390,510.56 in the Operating Account; \$400,404.14 in the money market accounts; \$558,700.87 in the Special Tax Account; for a total of \$1,349,615.67 as of March 31, 2021. Gene reported that Jim Schwallenberg is stepping down as Treasurer's Assistant. Gene spoke with a CPA in the community. The Treasurer's Assistant job is about 10 to 15 hours a month. The candidate needs experience in QuickBooks and other capabilities. Gene Gross reported that we solicited for grass cutting contractors in the Sea Breeze and by mailings. We had one request to tour the property and the contractor was a no-show. Tommy Grierson was the only bid received. Tommy's bid came in 18% higher than last year, but his price hasn't increased in four years. **Gene Gross moved the Board award the Grass Cutting contract for a period of two years to Price Cutters as per the Bid Solicitation issued for 2021. Steve Vanderbosch seconded the motion. Vote taken – unanimously approved.**

**ADMINISTRATIVE REPORT:** Jean Somers reported we have not received our Mosquito Control spray night yet. Mosquito spraying starts May 26 and goes through October 5. Jean asked if the board is ready to increase the number allowed for beach reservations to 60 people, which is our pre-Covid guest total. Covid-19 Subcommittee Maureen Sherer, Mike Wurst and Jay Harper will discuss. Noel Gasparin offered to organize Happy Hours if/when the Board wants to start them up again. Jean reminded the Board that our Duck Blind Permit payment needs to be postmarked by May 31. Chris Grim said he would work on that.

**PRESIDENT'S REPORT:** Mike Waters reported as follows:

1. Yumkas, Vidmar, Sweeney & Mulrenin responded to Evans Law concerning their client's concerns about storm water drainage between 99 and 101 Lake View Drive. No response has been received from Evans Law. Our position is that there is no evidence that HSIA owns the drainage easement and therefore HSIA has no responsibility to maintain the area.
2. The owner of 405 Hillsmere Drive is being represented by Tarrant H. Lomax, Esq., P.C. concerning his building an unpermitted garage. Owner relayed to Yumkas, Vidmar, Sweeney & Mulrenin that he would submit a building request. No request has been received.
3. Yumkas, Vidmar, Sweeney & Mulrenin provided David Miles and Mike Waters advice on applying the Covenant's fifteen-foot setback. Highlights are:
  - HSIA has a commitment to uphold the Covenants. Failure to do so will eventually result in a lawsuit. This obligation is in place until a court says otherwise or the Covenants are changed.
  - The fifteen-foot rule is highly restrictive. Setback exemptions should be limited to new-builds on odd shaped lots. Once a house has been built on a lot, that demonstrates the lot may be used in compliance with the setback and no further variance may be allowed. The Board simply does not have the right to approve a deviation to the setback to accommodate a larger structure. Dave Miles added that if someone wants to build a house on an odd-shaped lot, that is allowable because you can't take away someone's right to build. But adding to homes to make it bigger does not give the Board the right to approve a variance. Hillsmere can form a committee to revise the covenants if the residents desire to change the 15-foot setback and just use the County setbacks.
4. Response sent to Anna and Chris Inglis concerning their detailed and constructive letter noting their concerns about the Board declining their variance request for 605 Hillsmere Drive.
5. Dan Wittig and Ed Maurer installed a four-hole field disc golf course on the Hillsmere field. Introductory article is in the *May Sea Breeze*. Families are encouraged to play.
6. Garden Club members (Chloe Griffis and Leigh Gruber) are still exploring the notion of establishing a community garden.
7. Some neighbors have asked for more awareness on speed limits. Like Key School's recent Safe Driver Reminder.
8. Pending, contracting a reserve study for all non-piers and harbor assets.
9. Pending, House Committee meeting to move refurbishment project forward.
10. Pending, policy discussion on the design, construction, and funding (in absolute dollars or matching grants) for Living Shorelines. Need is particularly acute at the Sand Spit. Steve Vanderbosch requests a Special Meeting so the Board can move the project along. Mike Waters will schedule a Special Meeting.
11. Encouraging cooperation between Committees on gravel maintenance (note Piers and Harbor report)

**OLD BUSINESS:**

1. **Covid-19 Subcommittee** – Mike Waters asked if we should cancel the Subcommittee. Maureen Sherer votes yes; Jay Harper recommend that people follow CDC guidelines and keep the 30-person limit for beach reservations in place.
2. **Off Shore Duck Blind** – Chris Grim is working on that.

**PERMITS:** Dave Miles reported that HSIA has received a variance request for a garage extension at 117 Indian Lane. The house had a variance to build on the lot. The Board doesn't have the authority to extend houses built with a variance further into the sideline setback. Dave Miles introduced Robert Cohn. Mr. Cohn was given the floor to request the variance to build a garage extension that would place him 7 feet from the sideline setback. Mr. Cohn argued that the Board does have the flexibility to grant the variance to extend further into the sideline setback. He mentioned the Board needs to act reasonably and that his plan is reasonable and his neighbor fully supports the plan. One functional hardship is the need for a bedroom for a live-in maid. This is a reasonable request for health care problems. There is a geometric hardship with the critical area buffer, linier angle and narrowing of the property line restricts the area and results in the need for a variance. This property is also on a dead-end cul-de-sac. Board members asked questions. Dave Miles mentioned the AA County Health Department allows 20 feet from a drilled well. Any reason you can't move the plans up? Discussion continued between Dave Miles and Mr. Cohn. Marta Hansen (also property owner) mentioned the AA County code is 30' from a well. The Cohn's have been granted a 4' variance from the well. Discussion of re-doing architect plans. Mr. Cohn would like to meet with HSIA's lawyer to discuss the Board's flexibility on variances.

**POOL:** Danielle Franz reported that the doors to the dumpster have been repaired. We are allowing guests and furniture at the pool this year. Donna Shuman will help with data entry of pool forms and activation of memberships. Danielle asked Kevin Green about new plantings outside the pool fence. Danielle feels the plantings will cause issues with grass cutting and could also grow through the fence. Kevin and Danielle will discuss off-line. There is a swim team this year. Navy Swim may still use the pool.

**BEACH:** Maureen Sherer reported as follows:

1. **Grill** -- The existing larger grill at the west pavilion deteriorated significantly over the winter. It is no longer serviceable. Phil Jones researched some replacement options, and a potential replacement grill has been selected. It is similar in size, style, and materials to the existing larger grill, which has provided many years of service. It has 7.9 square feet of cooking space, rotates 360°, and is made of 10-gauge steel. Grill is from Benson Outdoors, and lists for \$1296. The requested amount of \$1500 includes tax, shipping, and installation. Other, less expensive grills investigated were not as large, not as functional, made of lower quality steel, and did not have good reviews. **Maureen Sherer moved the Board approve the purchase of a new, replacement grill (same size as existing larger grill) at the west pavilion for \$1,500, including shipping, tax, and installation. Gene Gross seconded the motion. Vote taken – unanimously approved.**
2. **New Signage** – We have received two estimates for the new Beach signage from Designs & Signs and Signs by Tomorrow for upwards of \$1000. The amount of money involved was a bit surprising and seems to be due to the price of sheet aluminum, which has nearly doubled since the start of the pandemic. Signs by Tomorrow said they could give us a “better deal” if the Pool ordered with us. Designs & Signs said a joint order would make no difference in the pricing. Due to a comment recently made about the gravel being stirred up by people driving too fast, we realized we do not have any signage about driving slowly. The Marina has a couple of different speed signs, both say “5 MPH SPEED LIMIT”. This message could be added to the large signs at the entrance gates. Perhaps we need two smaller signs for the parking area saying ‘SLOW CHILDREN PLAYING’ or something like that. Signs will be white with forest green lettering & include:

- a. Four large signs (36 in x 41 in), message Private Beach, etc.
- b. Two signs (24 in x 18 in), message No Parking in Driveway
- c. One sign (24 in x 18 in), message Migratory Swans
- d. One sign (12 in x 18 in), message No Trespassing

**Maureen Sherer moved the Board approve the purchase of new, replacement signage for the Beach entrances and parking area, NTE \$1500. Steve Vanderbosch seconded the motion.** Discussion. Can we eliminate some of the proposed signs? Maureen feels all the signage is necessary. **Vote taken – unanimously approved.**

3. **Trash** -- Currently, the trash situation seems to be under control. Phil Jones recruited a new person to remove the trash, and since then we have had no more early morning text messages from the person who opens the gate telling us that trash was overflowing and blowing around at the Beach. We did purchase some more trash can lids with cables.
4. **Paving** -- The Marina is planning to do some gravel work for its roadway/parking area. In at least one quote the Marina requested, the gravel portion of the Beach parking lot was included. The price quoted for re-graveling this Beach section was \$9,800. As you know, the eastern part of the Beach parking lot is paved, and the western part is gravel. Rather than simply re-gravel this part, Maureen wants to investigate the feasibility of using porous pavers. These are expensive, and so could be done in installments, starting with the west driveway and western end of the parking lot. The driveway in length measures about 63 feet from the end of the existing pavement to the shore-facing edge of the parking lot. East of this driveway, the parking lot itself is about 35 feet wide. Perhaps we could start with porous-paving the driveway and the next 35 ft x 30 ft rectangle. While porous pavers are more expensive than conventional paving, they last 5 to 10 years longer, which may make them more cost effective in the long run. Additionally, there may be a tax benefit. The western end of the beach is regularly subjected to heavy overland flow, seemingly originating in the area of the Key School athletic field, and perhaps the paved surface of West Bay View Drive. The porous paving could decrease the impact of this flow and improve water quality. Also, porous paving would contribute to the Beach showcasing best environmental practices.
5. **Plan for Playground Equipment** -- This needs to be developed. In the short run, it is possible the decking could be re-surfaced. A reserve study has been mentioned. Recommend further discussion.
6. **Volleyball Net** -- It is set-up, thanks to Dave Fredlund.
7. **Water Rinse Station** -- It will be turned on in mid-May, after the danger of frost.

**NEW POOL SIGNAGE: Steve Vanderbosch moved the Board approve the purchase of new signage for the pool, NTE \$800. Maureen Sherer seconded the motion. Vote taken – unanimously approved.**

**PIERS & HARBOR:** Steve Vanderbosch reported as follows:

1. **Slips** -- Slip turnover has been high again: twelve (12) new slip holders. Our vacant slips are 3 of the 4 large slips (A7-10; 45' long, 13' wide). With no large boats on the active Slips Wait List, we'd like to offer these large slips to smaller boats at a reduced rate of \$1,000 (vs \$1,813) until a more suitable size slip is available. **Steve Vanderbosch moved the Board approve a temporary reduction in slip fees for 2021, for large slips #A7, A8, A9, and A10 in the event any of these slips can be rented to small boats 26' or less, reducing the fee from \$1,813 to \$1,000. There are no large boats on the Slips Wait List for these slips, but there are several**

**smaller boats that could occupy these slips until a more suitable size slip becomes available. Phil Jones seconded the motion. Vote taken – unanimously approved.**

2. **Marina Operations** -- Water and Pump Out Systems were activated in late March; one leak repaired; several faucets replaced. We anticipate replacing 5 cut off valves and several more faucets. Ice eaters were hauled, pressure-washed and returned to storage by Blue Heron Property Services on April 7<sup>th</sup>. One unit needed repair/service at manufacture; approximately 20 zincs replaced. Locks at boat ramps and boat park were changed on April 1<sup>st</sup>. Several minor electrical repairs were made. Leight Electric completed replacement of breakers for the new shore power pedestals, and AACo signed off on the work.
3. **Gravel** -- Last Fall the Board approved expenditure of up to \$5,000 for gravel remediation at the Marina. Unfortunately, that self-help project which anticipated using local, Hillsmere resident resources, never came to fruition, and the funds remain unspent. This Spring we have contacted paving and landscaping contractors and solicited proposals for gravel work at the Marina, the Beach, and the Pool. For bidding purposes, and as a demonstration project, the area of work was limited to the first section of the Marina gravel lot, from the end of the paved driveway to the first permanent speed bump at the curve, just beyond the park bench, approximately 5,500-6,000 square feet. Following discussion of options with all of the contractors, the agreed-upon scope of work was the removal of approximately 4" of existing hard-packed gravel, leveling and smoothing the surface, and installing 2" of washed gravel. Of note, two contractors commented on the poor quality of gravel that has been delivered over the past year or two from a local quarry, which has contributed to the crushing into dust and compaction of the gravel. It is anticipated that new gravel would be sourced from different quarries. Proposals were received from Ciminelli's Landscape Services, Cooper Paving, Paydirt, and R.J. & Sons Paving. Steve presented bids from all to include proposal details. Steve also presented bids for paving at the Beach and the Pool. **Steve Vanderbosch moved the Board approve award of a contract to Paydirt, LLC for gravel work at the Marina, to include removal of approximately 4" of compacted crushed stone and install 1" to 2" of new gravel in the first section of the Marina lot, approximately 5,500-6,000 square feet, NTE \$10,000. Additional cost may be due to type and source of gravel, to be determined in consultation with contractor. Phil Jones seconded the motion. Vote taken – unanimously approved.**
4. **Marina Gate** – The Marina Gate is down, hard. On April 4, Steve shut down the gate in the open position due to its increasingly erratic operation. This week, in reaction to slip holder complaints that the gate was not operational, Steve attempted to restart it. Initially the gate would not power up. When it eventually did, the gate closed and would not re-open. The card reader is working, but the gate motor keeps cutting out. So, as of 4/27, the gate has been partially disassembled, and is again turned off in the open position. Steve believes it is time for a new Marina gate. When last serviced by Custom Access and Security out of Forest Hills, they had difficulty getting parts due to the age of the equipment. Steve does not think it is wise to try to repair what we have. Having been looking around at gate systems over the last several years, Steve believes we should get a DoorKing 1601 Barrier Gate. Steve has reached out to four authorized dealers in the area and two have responded so far; United Security did a site visit on 4/28; Safenet Security will visit on 4/29. The ballpark estimate for installing this system is between \$5,000 and \$8,000, depending on how many bells and whistles are included. The system can operate with a card reader such as we have, or use fobs. If and when we have internet availability, it can be programmed remotely. Steve does not believe it can operate on a photocell, but it can be programmed to open and close at fixed

hours (e.g., 7 am and 7 pm). **Steve Vanderbosch moved the Board approve NTE \$10,000 to replace the marina gate with a DoorKing 1601 Barrier Gate system. Gene Gross seconded the motion. Vote taken – unanimously approved.**

5. **Duvall Creek Channel Markers** – The USCG has voided the permit to install piling-type channel markers due to inactivity, which we advised was due to COVID-19. Surprisingly, they advised that permits are revoked if no action is taken within one year of permit issuance. We may re-submit when in a better position to get it done.
6. **Boat Park** – A number of space holders did not renew, so 10 more slots are available. Offers have gone out to all 20 people on the Wait List.
7. **Environmental** – We are assisting Kevin Green in attempting to stabilize the soil around the first two pine trees at the sand spit, by placing coconut fiber logs to slow erosion, adding soil to cover the increasingly exposed tree roots, and planting native shrubs and grasses. Living Shoreline: Steve thinks it would be extremely helpful in discussions with State and local authorities and grant-providing environmental organizations, if the HSIA Board adopted a resolution expressing its intention to provide a matching grant (either in dollars or a percentage) for the design and construction of a living shoreline at the Sand Spit. How do we get there from here?

**POOL GRAVEL -- Steve Vanderbosch moved the Board approve NTE \$5,000 for Paydirt, LLC to refurbish gravel at the pool parking lot. Phil Jones seconded the motion. Vote taken – unanimously approved.**

**SECURITY/ZONING:** Claire Corcoran reported as follows:

1. **Zoning** – Claire reported on new properties with permitting issues. Dave Miles is aware.
2. **Security** – we will be going back up to 40 hours a week with Stay Alert. Claire reported on personnel issues and on beach and marina coverage.

**INFORMATION TECHNOLOGY:** Jay Harper has nothing to report.

**ANNAPOLIS NECK PENINSULA FEDERATION:** Ray Sullivan reported that nothing will happen on deer management until next year.

**ENVIRONMENTAL:** Kevin Green reminded the Board that in the summer of 2020, the Board asked the Environmental Committee to submit a shoreline design. The Committee did that and the Board signed a letter of support for the design. Nothing new. Steve Vanderbosch has included comments in the Sea Breeze regarding living shorelines. Steve has gotten positive feedback.

There being no further business, the meeting adjourned at 9:32 pm.

Respectfully submitted,

Jean Somers  
Administrator