

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

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

**ADMINISTRATIVE STAFF:** Jean Somers

**GUESTS:** Chris Zarba, Phyllis Saroff, Kevin Green

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. A beach motion and a piers & harbor motion were added to the Agenda.

**MINUTES:** Steve Vanderbosch moved the Board approve the June Board meeting minutes. Maureen Sherer seconded the motion. Vote taken – unanimously approved.

**TREASURER’S REPORT:** Gene Gross reported that we have \$463,752.12 in the Operating Account; \$400,404.14 in the money market accounts; \$573,670.60 in the Special Tax Account; for a total of \$1,437,826.86 as of June 30, 2021. Gene Gross and Jean Somers have been very busy with our new Treasurer’s Assistant. Special Tax is moving to an accrual basis. The only deposits to Special Tax are County disbursements and Sea Breeze advertiser payments. We will continue on a cash basis and convert to accrual basis, committee by committee. This may take a year or two. Gene Gross will be scheduling a budget meeting. Please look at the info sent from Marie Gilbert. Discussion of Marie’s responsibilities.

**SECRETARY’S REPORT:** Mike Wurst report as follows:

1. Kathy McFadden is stepping down as Welcoming Chair.
2. Allana Kubiak is planning another Santa Caravan for December.

**ADMINISTRATIVE REPORT:** Jean Somers reported as follows:

1. Thank you to all that covered for me while on vacation and thank you to Steve Vanderbosch for cleaning the message board at the head of the community. It looks great!
2. Allana Kubiak is planning another Santa Caravan for December. The event will be the same as last year, except possibly using the beach pavilion for pictures with Santa, the hot dog cart and maybe a food truck, and drop off gifts for the needy. The date they chose is December 12, but Jean is worried that will conflict with Santa’s Run, the annual toy drive from the volunteer Fire Department that happens every year. It didn’t happen last year due to Covid. Jean will try to find out if Santa’s Run is scheduled for this year.

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

1. Attorney, David Plott is taking action against 405 Hillsmere Drive for building a garage without a permit and violating the covenants' 15-foot rule. County records indicate the garage is about 7' from the property line. Separately, David is filing a County zoning complaint that the structure exceeds the allowable height (18-4-601).
2. Pending – Key School parking concerns, interim liaison is Caroline Ewing, Director of Finance
3. Pending – reserve study for all non-piers and harbor assets
4. Pending – RFP for Architect Manager for Hillsmere House refurbishment
5. Pending – RFP for Three-year pool contract, September at the latest

**OLD BUSINESS:** Covid-19 ad-hoc committee (Maureen Sherer, Jay Harper, Mike Wurst) discussed:

1. In person meetings at Key School in the Fall – is it possible?
2. Changes to outside gatherings
3. Piers & Harbor meeting turn-out? Steve Vanderbosch responded surprisingly good.

**POOL:** Danielle Franz not present but sent report as follows:

Season is underway, guards will start leaving for college soon, Anchor is actively hiring for guards and gate staff (check people in). We have had some wasp hives pop up and ground bees and we are having an exterminator come out and treat them tomorrow. Starting to gear up for the end of season, RFP for 2022 and some other improvements. Need to replace the robot vacuum. **Steve Vanderbosch moved the Board approve the replacement of the robot vacuum cart for \$2345. Maureen Sherer seconded the motion. Vote taken – unanimously approved.**

**SECURITY:** Claire Corcoran reported on security personnel. Claire also reported on equipment that was parked at our beach parking lot when the County contracted the paving of Hillsmere Drive. The equipment was parked on our beach parking lot without our knowledge or permission. This area is not designed for large and heavy equipment and their activities damaged our gate posts, our paved parking area, and the adjacent gravel parking area. Claire Corcoran was in touch with the County. Mike Waters sent an email to the County and requested the contractor to 1) replace the eastern gate post with a similar steel post mounted in a concrete base, 2) vertically align the western post that holds the gate, 3) paint both posts, 4) resurface the paved parking area, and 5) regrade the disturbed gravel. The eastern post will require welding a plate and latching ring. Steve Vanderbosch had his gate contractor look at our beach gate. The contractor estimated the replacement of the post would be \$1500. Maureen Sherer mentioned that the gravel is severely compacted. The Board discussed what to request of the County for repairs. Claire will reach out to her County contact.

**ZONING:** Claire Corcoran commented that we have properties with issues and be aware that the Board needs to stay on top of zoning issues.

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

1. AA County approved our vegetation management plan for the phragmites removal. As you know, we want to save desirable plants like the swamp hibiscus. I've made an initial cutting into the interior of the phrag patch to check on the variety of plant species. So far, it seems the desirable plants are mostly growing on the edges. There is some swamp hibiscus and Queen Anne's lace on the edges where it can get sunlight and nutrients. The interior seems to be phrag and vines, such as Virginia creeper. Some of the phrag is at least 12 feet high, and going to seed. I've made several inquiries with landscaping companies about taking on the job, and am waiting for call backs from some. The companies are all very busy right now. In the meantime, I plan to spend some time chopping away, along the edges, saving the good plants, gradually working into the interior.
2. Kayak rack proposal from the Piers & Harbor Committee, as discussed at the last Board meeting: I contacted the AA County Planning & Permits Office for guidance about the possibility of constructing a kayak rack. Kelly Krinetz replied by email that a kayak rack does not count as impervious space if it has no concrete pad on the ground nor roof over the structure. Additionally, at the September 2020 meeting of the Beach Committee we discussed the possibility of locating a kayak rack along the western border, just north of the gardens. In November, Kevin Green had some leftover potted seedlings & he asked if he could plant them along the western border. Rather than let them die in the pots, I said they could be temporarily located there, but would likely have to be transplanted this autumn if the rack was to be built there. However, several Beach Committee members are very opposed to locating a kayak rack at the Beach, for several reasons which we need to consider.
3. Fourth of July issues: After the security guard left at 9 PM on July 4, a number of people gathered at the Beach setting off fireworks. On the morning of July 5 I found several trash cans overflowing with fireworks trash, and I found two empty glass alcohol bottles in the grass. I confirmed with the neighbors that there had been a lot of activity at the Beach the previous evening. Perhaps next year we may want to have a security presence until 11 PM or so.
4. Random trash: There is an ongoing problem with random litter and plastic drink bottles in the grass, or left on benches. I do not know what the best approach to fix this is.
5. Parking lot used by the paving company without permission: For several days the paving company used the beach parking lot as a staging area for the paving of Hillsmere Drive. This included parking heavy equipment at the west end of the lot. Damage was done to the east gate, and the surfacing of the lot. We got in touch with AA County to put a stop to this staging area, and we are in discussion about the damages. The gate was hit such that it no longer lined up properly & could not be locked. The company straightened the gate so that it now locks, but it is not fixed to our satisfaction. (I will send photos in a separate file.)
6. Jellyfish nets: Not long after the jellyfish nets had been let down, several sections were drooping & several holes appeared. And, it got worse as the days passed. I suspect that kids

may have been climbing on the nets, but do not know what happened. Tom Schwallenberg spent a lot of time fixing the nets with a lot of zip-ties.

7. Picnic table replacements, east pavilion: The support for one of the picnic table benches has given way due to corrosion. The other supports are showing their age, so we need to replace both tables. Wooden tables have been suggested, but the difficulties are that wood warps and splinters, and it is harder to disinfect the porous table surface. **Maureen Sherer moved the Board approve the purchase of two new, replacement picnic tables (same size as the existing tables) at the east pavilion for \$4500, including shipping, tax, installation, and removal/disposal of existing tables. Phil Jones seconded the motion. Vote taken – 5 in favor (Mike Wurst, Maureen Sherer, Phil Jones, Gene Gross, Jay Harper); 1 opposed (Steve Vanderbosch); 1 abstained (Claire Corcoran); motion passed.**
8. Central vegetated drainage swale: There is a phragmites infestation in the areas on either side of the parking lot. Additionally, there has been standing water in the swale more than 48 hours after a rainstorm on several occasions this summer. This potentially provides breeding conditions for mosquitos.
9. A new sink hole is appearing on the eastern end of the Beach, immediately behind the rock revetment and near eastern most bench. Additionally, the filter fabric is exposed at the top edge. This is unsightly and ultimately poses a hazard to wildlife.
10. Trees:
  - Irrigating new trees: We seem to be in a bit of a dry spell. The sycamore is definitely showing signs of heat distress/dehydration. The arborist recommends 2 – 3 gallons per sapling, twice a week during dry spells. We are attempting to set-up a watering schedule.
  - The basswood tree, adjacent to the western playground is showing very concerning signs of heat distress/dehydration. This is an older, well-established tree, but it has some ornamental plants growing all around its base. Perhaps these plants are depriving the tree of water. It will need irrigation.
  - Damage to new trees: Two different trees have had limbs ripped and left dangling from the trunk.
11. Geese and their droppings: Some mornings the geese hang out at the Beach. It would be nice to have some strategies to discourage them. Their droppings are everywhere, including on the slabs in the pavilions & smashed into the walkways. Perhaps we could hire a high school student to scoop the droppings from the paved surfaces & dispose of them in the pet waste stations? Perhaps he/she could check every other

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

1. Marina Gate. First, the Marina Gate is now back in operation. Final adjustments were made today, the AACO Fire Department got its key fob, and the gate was placed in operation. It is

programmed as before to be open during daylight hours and closed during dark hours. We have been distributing new key fobs every evening this week, with about 45 signed out so far. We are asking approval of a follow-on contract with Custom Access & Security to replace two driveway loop detectors. At a later meeting we will be asking approval for an annual Marina Gate Maintenance contract. **Steve Vanderbosch moved the Board approve a contract with Custom Access and Security for the installation of two loop detectors in the Marina driveway in the amount of \$1100. This will replace the existing functioning but aged Exit Loop (allowing vehicles to exit when the gate is closed), and replace the non-functioning Safety Loop (preventing the gate from closing while a vehicle is in the gate operating area). The non-functioning Safety Loop was not apparent until the new gate operating motor was installed. Mike Wurst seconded the motion. Vote taken – unanimously approved.**

2. Living Shoreline Concept Plan. We have received today a draft of the Sand Spit Living Shoreline 20% Concept Plan, the scenario that was developed would create approximately 15,000 SF of tidal marsh behind rock sills and reef balls, which would be installed in the gaps between the rock sills. All work, including reef balls, marsh creation, and rock sills would be limited to within 50 feet of the Mean High-Water Line and ½ acre (21,780 SF) in order to meet the US Army Corps of Engineers’ general permit (MDSPGP, Category B) requirements. Obtaining wetland permits should take approximately 4-6 months. The plan would also include conservation plantings in the existing lawn. We will be reviewing this draft with our partner Arundel Rivers Federation, and potential partner Chesapeake Bay Foundation, as well as the County. We ask the Board members to review this as well, and we will be happy to address any questions you may have. All Board members are invited to schedule a field trip with Kevin Green and myself to visit similar Living Shoreline installations to achieve a better understanding of what the ultimate project will look like. We anticipate at the next Board meeting we will be asking the Board to approve this Concept Plan, along with adjustments, if any, to approve presenting the Concept Plan to the Hillsmere Community for ratification, and to approve going forward with grant applications for full design funding.
3. Beach Drive Boat Ramp. The County has approved our Vegetation Management Plan to remove 3 dead or dying trees. We received 3 bids for the work and have a Motion Request to award the work to CKA Tree Service. **Steve Vanderbosch moved the Board approve a contract with CKA Tree service for the removal of three “failing” trees at the Beach Drive Boat Ramp, 609 Beach Drive, in the amount of \$2500. Maureen Sherer seconded the motion. Vote taken – unanimously approved.**
4. Marina Security Camera System. A new cabinet has been installed for the FIOS router and modem, and the NVR and video receiver equipment. Installation of new cameras and antennae is expected to start in the coming month.
5. Kayak Racks. We will be distributing a report on P&H Committee views on additional kayak racks by separate email in the next week or so.

6. Boat Park. The annual bamboo removal was conducted July 6-7, along with tree trimming. Two space holders were invited to leave the Boat Park for long term neglect of their stored boats.
7. Slips. The Marina is essentially full, with only two open, large slips. Two slip holders have given up their slips, so Marina “musical chairs” is taking place as slips are upgraded and new slip holders enter the Marina.

**ENVIRONMENTAL:** Kevin Green is working with Steve Vanderbosch and Phyllis Saroff on Phyllis’ capstone project for Class 13 of the Watershed Steward Academy. Phyllis’ project is at the 609 Beach Drive boat ramp. Phyllis is asking for \$400 for 20 trees – 13 to be planted in the swale and 7 on the other side, to include mulch and stakes. The trees will slow the rainwater before it exits into Duvall Creek. Three types of trees will be planted by volunteers in early or mid-October. **Steve Vanderbosch moved the Board approve \$400 for Phyllis Saroff’s Capstone project for her Watershed Steward Academy class. Claire Corcoran seconded the motion. Vote taken – unanimously approved.**

**NEW BUSINESS:**

1. The Welcome Committee was not active lately due to Covid. Now that Kathy McFadden has stepped down as Chair, let’s not lose sight of this committee.
2. Steve Vanderbosch mentioned that volunteerism is down; not sure why.

There being no further business, the meeting adjourned at 8:58 pm.

Respectfully submitted,

Jean Somers  
Administrator