

**HSIA BOARD MEETING  
VIRTUALLY VIA ZOOM  
October 28, 2021**

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

**ADMINISTRATIVE STAFF:** Jean Somers

**GUESTS:** Roy Little, George Buss, Kevin Green, Tom Schwallenberg

The meeting began at 7:03 pm. Due to COVID-19, this is a Zoom meeting, so members are joining virtually over the internet.

**AGENDA:** None

**MINUTES:** Steve Vanderbosch moved the Board approve both the September Board meeting minutes and the September Closed Session Board meeting minutes. Claire Corcoran seconded the motion. Vote taken – unanimously approved (Gene Gross and Maureen Sherer abstained)

**TREASURER’S REPORT:** Gene Gross presented the FY2023 General Fund and Piers & Harbor budgets and took questions.

1. **Gene Gross moved the Board approve the General Fund budget for the Fiscal Year 2023 in the amount of \$40,000. Ray Sullivan seconded the motion. Vote taken – unanimously approved.**
2. **Gene Gross moved the Board approve the Piers & Harbor budget as submitted by the Piers & Harbor Committee for the Fiscal Year 2023 in the amount of \$156,000. Steve Vanderbosch seconded the motion.** Discussion. Approving of budget reflects slip fees, ramp keys, Boat Park, Rack fees all stay the same. Late fees are increasing. Phil Jones asked about dollars donated to General Fund. Steve Vanderbosch verified that \$10,000 P&H funds are donated to the General Fund for legal fees. Phil suggests amount be increased to \$20,000. Discussion and line item changes. **Amended motion – Gene Gross moved the Board approve the Piers & Harbor budget as submitted by the Piers & Harbor Committee for the Fiscal Year 2023 in the amount of \$156,000 to include fee changes put forth by the Piers & Harbor Committee. Phil Jones seconded the amended motion. Vote taken – unanimously approved.**
3. **Gene Gross moved the Board approve Teresa Sutherland for the position of Assistant Treasurer. Steve Vanderbosch seconded the motion. Vote taken – unanimously approved.**

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

1. Mike has done some additional work on google for Hillsmere Beach, and reported as follows: Just wanted to provide a visual for what you should see if you type in something like “beaches near Annapolis” via a google search. It used to say “Hillsmere Community Beach and Pavilion”. Since gaining admin rights of this “park” Mike changed it to say “Hillsmere Private Beach”. Mike also moved the physical address to 119 Great Lake Drive, taking it away from the water.

If someone wants directions to this location, it points them to the community house. Maybe something we change, but google will not accept a PO box. This was done entirely to reduce/stop people from showing up when situations where Sandy Point closes and folks are looking for another destination. You can also see the type of comments left, which would tend to have folks want to check it out. Google does not let us turn off comments, nor pictures that are left. Mike can request pictures to be removed, which he did for a random front yard that was showing for some reason. We do have the option to “close” this as no longer open via Google, but the problem then is someone else will start one up at some point and we are again chasing down trying to take ownership of it.

2. Mike is scheduling a meeting with the residents that are handling the pet waste stations. We are continuing to have some issues with servicing of the stations.
3. Mike is working to have HSIA accept credit card payments. He is looking at options and will be testing in small groups for a roll out in 2023. Gene Gross mentioned that we need to start small with memberships. Piers & Harbor payments might have to be done through Quickbooks.

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

1. Ballots are in the November Sea Breeze, which was postal mailed to all property owners and residents. Ballots can be dropped off at the new drop box at the community house or sent by postal mail.
2. A Halloween parade is scheduled for Sunday, October 31. Jean isn't sure who is organizing the event, but she will try and get our Stay Alert guard to sit at the corner of Hillsmere and Carroll Drives, with lights on, to block traffic at 1 pm.

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

1. **Mike Wurst moved the Board approve \$1500 for Isabelle DeLaCruz Cleaning Service for cleaning of the pool for the 2021 season, 15 dates. Maureen Sherer seconded the motion. Vote taken – unanimously approved.**
2. Question of deer thinning at Quiet Waters Park? Ray Sullivan heard the event might take place in late winter.
3. Steve Vanderbosch questioned where we stand on an RFP for a pool manager? Mike Wurst will check with Mike Waters.
4. Phil Jones asked were we stand on an RFP for the community house? Mike Wurst will check with Mike Waters.

**BUILDING PERMITS:** Mike Wurst recognized Roy Little and George Buss. Mr. Little thanked the Board and said he is from Terrain, Inc. and is presenting plans for a house on the property located at 464 Poplar Lane and owned by George Buss. Mr. Buss is requesting a variance for the construction. Mr. Little stated that in order to develop the site, they are requesting a 10 foot setback in order to reduce the impact on wetlands on the property. Hard copies of the plans were provided and distributed to all Board members. Mr. Little will also email plans to the Board. Discussion. Phil Jones had, in his records, a letter from previous HSIA President Mike Penn, stating the current Board at that time did not have an issue with the proposed setback. However, when the Anne Arundel County permit is issued, Mr. Buss should come back to the current Board for approval. Mike Wurst thanked

Mr. Little and Mr. Buss and said the variance vote will be on the Agenda for the November Board meeting.

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

1. P&H Meeting. The P&H Committee will hold a combined October/November meeting in person at a new venue, the Eastport-Annapolis Neck Library Community Meeting Room, from 6:00 to 8:00 PM on Wednesday, October 27, 2021. Masks are required.
2. Locks & Keys. Ramp keys have been popular this year and we used/sold all 240 Ramp keys that had been cut for 2021, so last month we purchased an additional 10 keys from our locksmith Bastion Security. Bastion Security advised that nationwide supply chain problems were affecting the supply of locks and keys as well, and advised HSIA to place its 2022 order sooner rather than later. Attached is a Motion that will renew locksmith services with Bastion Security and authorize the purchase of two padlocks, the re-keying of lock cylinders for 2022, and the purchase, cutting and stamping of 320 keys for the ramps and Boat Park, in an amount not to exceed \$3,500. Bastion Security provided lock and key services in 2021 and did a superior job. **Steve Vanderbosch moved the Board approve the expenditure of funds NTE \$3,500 to Bastion Security for the purchase of a set of new locks for use at the Ramps and/or Marina, the annual re-keying of lock cylinders for locks at the ramps and the boat park, and the annual purchase, cutting and stamping of 320 restricted keyway (Do Not Duplicate) keys for the boat/kayak ramps and the boat park. Mike Wurst seconded the motion. Vote taken – unanimously approved.**
3. Water System Winterization. We propose to again employ the services of Heidler Plumbing to winterize the Marina water system, sometime in mid-November when falling temperatures indicate it is prudent to do so. Attached is a Motion to authorize Heidler Plumbing to winterize the Hillsmere Marina water system, on a date to be determined, at a cost not to exceed \$1,000. **Steve Vanderbosch moved the Board approve the expenditure of up to \$1,000 for plumbing services by Heidler Plumbing for winterizing the Marina Water System. Gene Gross seconded the motion.** Discussion. Phil Jones asked if any repairs are required? Steve Vanderbosch answered that we need to replace valves in the spring. **Vote taken – unanimously approved.**
4. Marina Operations.
  - Pay Dirt, LLC has re-anchored the coir logs protecting two black pine trees and replenished the soil that had washed away during a high tide/wind event.
  - Norm Johansen replaced and/or re-screwed several dock boards and repaired and painted the picnic table support legs.
  - The porta-potty was unlocked for removal this week.
  - Five illegal/derelect crab pots were removed from the Marina and disposed of.
  - Arundel Rivers Federation staged 30+ new oyster cages and oysters at the Marina for distribution to individual oyster growers on October 10<sup>th</sup> and 30<sup>th</sup>, as part of the Oyster Recovery Partnership with DNR—Marylanders Grow Oysters.
5. Sand Spit Living Shoreline. Our partner Arundel Rivers Federation continues to seek additional proposals for the design of the Sand Spit Living Shoreline project after one firm declined to bid. At the moment, the most favorable proposal is from ESA, the firm which prepared the 20% design Concept Plan.

The Federation also continues to prepare an application for design grant funding from the Watershed Assistance Grant Program (WAGP). WAGP is a partnership between the Chesapeake Bay Trust, Maryland Department of Natural Resources, and Maryland Department of Environment which provides grant funding for watershed restoration project designs and planning, with the ultimate goal of improved water quality in the Maryland portion of the Chesapeake Bay watershed. WAGP anticipates approximately \$1,400,000 will be available for the FY22 grant program, contingent upon EPA funding availability. WAGP is now accepting applications, with a deadline of December 2, 2021. The FY22 WAGP awards will be announced in March 2022.

A draft of the application narrative is provided for your information and reading pleasure. Comments, questions and suggestions are welcomed. The application will need to be submitted in the coming month.

One blank section yet to be filled in is the amount of matching fund HSIA will offer. In connection with the previous year's application for WAGP grant funding, on February 27, 2020, the Board approved a 20% matching fund of \$7,250. That FY21 grant application, though highly rated, was not selected for WAGP funding.

This year, on May 27, 2021, the Board encumbered up to \$30,000 as a matching fund for design and/or construction of the Sand Spit Living Shoreline project. Approximately \$3,500 has been expended thus far on the 20% design Concept Plan. We propose that HSIA offer a minimum of 20% as a design matching fund, estimated now to be \$7,200 (subject to revision upon receipt of best and final bids), or a slightly higher \$10,000. A significant matching fund will strengthen the application.

Another area where the application can be strengthened can be found in paragraph 6, where future maintenance of the project is discussed. At present, the application says as part of an MOU "...the community will be asked..." to maintain the project. The application would be stronger if it could say "...the community has agreed...."

A Motion regarding both matching funds and future maintenance is attached for your consideration. **Steve Vanderbosch moved the Board:**

- 1. In connection with the Sand Spit Living Shoreline project and the application by the Arundel Rivers Federation to the Watershed Assistance Grant Program for project design funding, the HSIA Board authorizes the offer of HSIA matching funds in the amount of \$10,000 or such lesser amount as may be determined by the HSIA President.**
- 2. The HSIA Board confirms that as part of a Memorandum of Understanding typically entered into with the County and the Federation for such projects once they are funded, HSIA agrees to assume responsibility for maintaining the Sand Spit Living Shoreline project in perpetuity.**

**Phil Jones seconded the motion.** Discussion. Phil Jones asked if we are asking for a grant for a final design and then we ask if community agrees? Steve Vanderbosch answered, when we

get to the 60% phase, then we can begin to apply for permits. At that point, we go to the community for “buy in”. We will ask for the community to ratify the Board’s decision before going to the permit process. **Vote taken – 7 in favor (Maureen Sherer, Gene Gross, Steve Vanderbosch, Jay Harper, Ray Sullivan, Claire Corcoran, Mike Wurst); 1 opposed (Phil Jones); motion passed.**

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

1. The existing Book Exchange Box is leaking and books are getting damaged. A community volunteer has agreed to take charge of ordering and building the replacement box. The kit is from the Little Free Library. It will not leak, will likely last 20 years, and will be registered with other library boxes around the country. The kit costs \$319, the wood and other supplies cost \$79. **Maureen Sherer moved the Board approve \$398 for the purchase of a Book Exchange box kit and required associated supplies. Mike Wurst seconded the motion. Vote taken – unanimously approved.**
2. Water at the rinse station has been turned off and winterized by Gene’s Plumbing, October 27, 2021.
3. Tommy Grierson has agreed to secure the jellyfish nets using a boat.
4. The phragmites infestation along the eastern shoreline has been cut a second and third time by volunteers using a blade weed cutter, a weed whacker, and hand pruner (for detail work around shrubs). This volunteer effort totaled about 11 hours of work. The expert at the Department of Natural Resources recommended cutting the phragmites about six times during the growing season. Our first cutting was not until September, but it is likely we can cut one more time this season. As you know, this is a multi-year project which requires continued vigilance. The area has been mulched with wood chips to inhibit weed growth, as recommended by the expert and delineated in the approved Vegetation Management Plan (VMP). Sand has been deposited over a large area (about 15 ft<sup>2</sup>, several inches deep) by the tides during the last two months. As we know, there is sand accretion along the beach due to the natural flow of the river currents. It seems as though the dense wall of woody phragmites stems has been preventing natural beach nourishment in this area. While there is some vegetation growing throughout the area (except in the recent sand deposit), this autumn the more upland area will be seeded with a grass mixture according to the expert’s advice and the approved VMP. This will help stabilize and restore the natural soil chemistry. Invasive species such as phragmites alter the natural soil chemistry, making it more difficult for native plants to survive. Unfortunately, the phragmites stand existed for many years. Several native shrubs will be planted in the spring. I have consulted with the Providence Center Nursery, a recommended source, about this procurement.
5. Several young trees have been damaged by deer. One appears to have been destroyed. My daughter and I put an existing shelter around the young sycamore several weeks ago. Tommy Grierson has been engaged to make more shelters out of chicken wire. He has already protected several other young trees, with more shelters to come in the next few days.

**SECURITY:** Claire Corcoran reported on personnel issues. Discussion ongoing with Stay Alert Security Service. Claire also reported on repairs at our beach after a contractor, hired by the County, parked

trucks on our beach parking lot during paving of Hillsmere Drive. Damage was sustained and Claire is working with the County to hold the contractors and County responsible and to get repairs done. Mike Wurst suggests a quick email to Mike Waters and then follow up with the County. Claire also discussed the letter received from Rick Elliott regarding our convents and current building permit variance restrictions. Claire is requesting a response from HSIA to Rick Elliott. Claire has also spoken to Rick personally about current variance issues and current lawsuit. Steve Vanderbosch mentioned he has also spoken to Rick Elliott.

**ENVIRONMENTAL:** Nothing to report.

**COMMUNITY HOUSE:** Tom Schwallenberg reported that the House Committee has reconvened to review all aspects of the house project. There is unanimous approval by the Committee that usage should be for meetings and storage and that the carport should be enclosed and the stairs removed. Also reconfigure the bathroom to be ADA complaint and reconfigure the kitchen as well.

**ANPF:** Ray Sullivan reported that silt is going into QWP from neighboring construction. Ray would like HSIA to write a letter of concern regarding this problem. Consensus is that the letter should be written to the City of Annapolis. Ray will draft a letter for presentation at the next Board meeting.

**OLD BUSINESS:** Ray Sullivan asked if anyone has heard from Key School on the possibility of scheduling meetings? Jean Somers said she sent an email to Kate Austin inquiring about meeting space.

There being no further business, the meeting adjourned at 9:02 pm.

Respectfully submitted,

Jean Somers  
Administrator