

**HSIA BOARD MEETING  
VIRTUALLY VIA ZOOM  
September 30, 2021**

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

**ADMINISTRATIVE STAFF:** Jean Somers

**GUESTS:** Danielle Franz, Kevin Green

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:** Mike Waters asked if there were any changes to his proposed Agenda. Gene Gross mentioned that the General Fund and Piers & Harbor budgets can be added to the Agenda, or we can hold off due to a very full Agenda. Mike Waters asked to hold off on these budgets.

**MINUTES:** Steve Vanderbosch moved the Board approve the August Board meeting minutes with the following changes: P&H Report, page 4, Living Shoreline Motion discussion: Sentence 4 – “we will seek community ratification”; Sentence 5 – “presenting for review and comment.” Mike Wurst seconded the motion. Vote taken – unanimously approved.

**TREASURER’S REPORT:** Gene Gross reported that the books are current through August 31, 2021. Special Tax audit is complete and in the hands of the County. Gene Gross moved the Board approve the Special Tax Budget in the amount of \$897,802 based on 1199 taxable property lots to be adjusted by \$249 per taxable lot for any increase or decrease in the number of taxable property lots after verification by the County on the actual number of taxable lots for FY2023. Steve Vanderbosch seconded the motion. Discussion. Phil Jones asked where the number of 1199 properties came from? Gene Gross answered that the County provides that number. Further discussion on mailing of the November Sea Breeze which will have the ST budget included. All residents and property owners will receive a mailed copy of the November Sea Breeze. Vote taken – unanimously approved.

**SECRETARY’S REPORT:** Mike Wurst reported that HSIA contact information stickers have been put on dog waste stations. We will be continuing with the current contractor for servicing the dog waste stations. The pet waste in the dumpster on the pool parking lot is creating a fly problem at the pool during the summer. Danielle Franz, Pool Chair, has had an exterminator come to the pool to assess the problem. Danielle would like to minimize the size of the dumpster and have regular servicing of the dumpster. It as also suggested that we could get a more airtight dumpster or a separate dumpster for the pet waste. Mike Wurst discussed a proposed disc golf tournament. Mike Wurst moved the Board approve funds not to exceed \$540 for a disc golf tournament to be held in the open field by the pool in the 4<sup>th</sup> quarter of 2021. The funds would be for prizes to be given to different age group divisions, open to all residents and children. Phil Jones seconded the motion. Discussion. Vote taken – unanimously approved.

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

1. Dumpster Days is scheduled for Friday and Saturday, October 22 & 23, at the pool property.
2. Board election ballots will be in the November Sea Breeze and can be mailed or dropped off. Jean will be purchasing a new drop box to be installed in the carport of the community house at 119 Great Lake Drive.
3. Jean is working with Mike Wurst and Kevin Green on the relocation of the flagpole that was in the rain garden at the corner of Phipps and Great Lake Drives.
4. Jean Somers had some residents request the following events:
  - a. Allana Kubiak is organizing a Fall Festival. The Covid Committee has approved this event. Allana needs approval for some of the festivities, to include 2 bands, a tiki bar, pony rides, moonbounce, etc. The Board would like to have the event with pony rides, a moonbounce, and kids' activities, but feel there needs to be more time to discuss live bands and a tiki bar. Mike Waters will reach out to Allana with the Board's wishes.
  - b. Allana Kubiak is planning the 2<sup>nd</sup> annual Santa Caravan for Sunday, December 5, time tbd. The Covid Committee has approved this event.
  - c. A resident would like to have a fund-raiser yoga class at the beach. In the past, we've disapproved yoga classes at the beach and recommended the grassy lot at the pool instead. The Board is okay with a one-time use of the pool grassy field for a fund-raiser yoga class, but will defer to the Covid Committee.
  - d. Hillsmere resident Cassie Heckman has organized a Flu Clinic at the beach pavilion on Sunday, October 24, from 12-4 pm. Mike Waters has approved this event.

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

1. Damage to beach gate and parking lot. Discussion. Ryan Blades, CEO Team Cam Services <https://www.teamcampaving.com/>
2. New Key School Liaison is Kate Austin
3. Quote received from Welspryng for maintaining beach living shoreline \$3,610/year and entrance/head of median \$1,122/year. **Steve Vanderbosch moved the Board approve the President to add these services to the Welspryng contract when ready. Mike Wurst seconded the motion. Vote taken – unanimously approved.**
4. Discussion on hiring property management company. Steve Vanderbosch is halfway done an RFP. Firms can provide us a menu of services and we can pick and choose the categories best suited to us. All Board members are in favor of a property manager. The following categories of interest would benefit Hillsmere:
  - a. Property Management – landscaping, painting, repairs, plumbing
  - b. Project Management – one-time projects, RFPs, managing the contractor
  - c. Financial and Accounting
  - d. Covenant and code enforcement
5. Pending – reserve study for all non-piers and harbor assets

**OLD BUSINESS:** Covid-19 ad-hoc committee (Maureen Sherer, Jay Harper, Mike Wurst) weighted in on meeting in person and the recreational events planned. We will notify Key School and see if we can have meeting space. The Fall Festival and Santa Caravan have been previously approved. The

Committee will discuss the yoga class. Jay Harper mentioned that we want to allow people to gather outside more.

**POOL:** Danielle Franz reported as follows:

1. Danielle and Mike Waters will work on an RFP for Pool Management company
2. Trash and pet waste at pool dumpster – Danielle reiterated the need for a smaller dumpster for the pet waste that can be picked up on a regular schedule. The trash cans for Thursday trash and recycling pick up at the curb are problematic for the guards. Danielle suggests we have an additional recycle dumpster and get rid of the Small Business Recycle Program, which we pay for.
3. Tommy Grierson will take out shrubs along Great Lake Drive fence line.
4. The gravel is pushed off until the Fall and Danielle will get with Steve Vanderbosch on gravel.
5. Working on quotes to paint the pool house inside and out, to happen in the Spring.
6. Working with a resident to establish and schematic for better configuration of furniture and different grass options.

Mike Waters thanked Danielle for all her work during this pool season.

**ENVIRONMENT:** Kevin Green reported that he is continuing to work with Steve Vanderbosch on the living shoreline. Kevin is working with Danielle on new plantings for the Fall. Phyllis Saroff's Watershed project is scheduled for October 10. Phyllis will be planting 24 trees and bushes for her project and is asking for volunteers. Mike Wurst mentioned that he has received some emails from volunteers and will forward the emails to Phyllis. Steve Vanderbosch added that there is some erosion at the marina where two dozen sea grasses were planted. Pay Dirt will replenish the soil and re-anchor the coir logs.

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

**Living Shoreline.** Arundel Rivers Federation is obtaining a third bid and confirming all bids for the full design of the Sand Spit Living Shoreline project as we prepare to apply for federal, State and local grant funds for full project design. After obtaining best and final offers, a design firm will be recommended. Decisions will be required in October on the amount of grant funds to be requested, and the level of matching funds to be offered.

A cold front passing through on September 22-23 generated gale conditions on the Bay with sustained SE winds in the 30-35 knot range, gusts up to 40 kts, and 4-foot waves. The Sand Spit took a beating, with waves breaking over the seawall rip rap and flooding over the gravel parking lot, eroding the Sand Spit and depositing significant amounts of debris. The protective coconut coir logs at the base of the pine trees were washed back onto the gravel as well. At high tide, waves were also breaking at the tops of the main pier and outer Docks A and C.

While a Living Shoreline will not change water levels or wind speeds, it will mitigate the impact of the wave action currently pounding the Sand Spit, causing subsidence and erosion.

**Financial Report.** For the fiscal year ended June 30, 2021, Piers and Harbor generated income of \$163,615, and after expenses of \$89,221, contributed \$74,394 to Reserves and Contingency (all

figures are unaudited). This amount is slightly below the contribution of \$80,000 recommended by the Reserve Study completed last year, but still results in an unaudited year-end cash balance of \$490,139.

**CY 2022 Fee Schedule.** The P&H Committee recommends that P&H Fees (slips, ramp keys, kayak racks) for CY2022, remain largely unchanged. The two exceptions are revisions to the Sunset Drive Dock slip fees, and Late Fees.

When the Sunset Drive Boat Ramp was reconstructed, three new finger piers were added to the dock there, and pilings were relocated to equalize slip widths. In order to normalize and equalize slip fees based on slip size and the new finger piers, the proposed new fees for the Sunset Drive Dock are:

Slip	2022 Fee (Δ)
S-1	\$151.00 (-\$12)
S-2	\$452.00 (+\$6)
S-3	\$603.00 (NC)
S-4	\$837.00 (+\$119)
S-5	\$837.00 (+\$119)
S-6	\$837.00 (NC)
S-7	\$763.00 (NC)
S-8	\$763.00 (+\$44)
S-9	\$763.00 (+\$160)

This results in a net increase of \$436 in fees. Except for lift slips, all other slip fees have not changed since 2015.

Late submission of slip fees and required documentation has been a perennial problem for an average of about two dozen slip holders each year, and the previous \$50 late fee apparently was not enough to incentivize timely payments and submission. New proposed Late Fees are:

Slip fee and documentation not received by March 1: \$100 late fee

Slip fee and documentation not received by April 1: \$200 late fee

Slip fee and documentation not received by May 1: Loss of slip

**FY 2023 P&H Budget.** The Draft P&H Budget for FY2023, including the above fee recommendations, projects P&H Income of \$156,000, Expenses of \$74,000, and a Reserve & Contingency contribution of \$82,000.

**Marina Operations.** Routine maintenance over the last month has included replacing or re-securing loose dock boards, repairing a light stanchion and replacing light bulbs, replacing a fire extinguisher box and missing hammers, renewing stickers on fire department standpipes, and repairing the first park bench at the Marina.

**Kayak Rack Locations.** P&H has identified space to add 8 spots on two racks at the Kayak Ramp (541 Beach Drive), and 10 spots on 3 racks at the Beach Drive Boat Ramp (609 Beach Drive). Whether these should be added as Eagle Scout projects or done by P&H is under review.

*In my opinion*, there are three excellent locations at the Hillsmere Beach for the installation of kayak racks. Parking is available, as are sandy beaches for launching.

On the East side there is an expansive area approximately 20' x 35' (up to 50' with the transplant of one small tree) between the Buzzy Abbott stone marker and the living shoreline area. At the Far East corner is an excellent little sandy beach, approximately 10-15' wide for launching. During this summer the Key School campers used this corner to land and launch their canoes paddled over from the Marina.

On the West side of the beach there are two excellent sites. The first is another expansive area, approximately 45' x 10' inside the walkway, adjacent to the parking lot. In addition, two small, 8'x 8' balanced-cantilever racks could be installed under the pine trees near the water on the West side, each using only two posts. This would make use of currently unused space and be very convenient to the water.

Statewide Septic serviced the holding tanks on September 30.

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

1. Initial Cutting of Phragmites: The initial cutting of the phragmites in the patch along the eastern shoreline was done by Environmental Landcare on September 7, 2021. They saved the existing woody vegetation and did an excellent job.
2. An arborist from Bartlett Trees inspected the trees at the Beach on September 24, 2021. The silver maple trees with the dead branches are infested by gloomy scale. This infestation will ultimately kill the trees unless they are treated and pruned. The pruning should be done in fall or winter. (This infestation does not include the red maple saplings which we planted in October, 2020.) Structural pruning of the black willow on western side was recommended. A motion to fund \$2,076 for this work accompanies this report. **Phil Jones moved the Board approve the acceptance of the proposal from Bartlett Tree Experts for tree pruning, treatment to suppress the infestation of gloomy scale afflicting the silver maples, and fertilization of specified trees showing signs of distress. Jay Harper seconded the motion. Discussion. Steve Vanderbosch mentioned we need to clarify if this affects the black willow tree. Vote taken – 5 in favor (Jay Harper, Mike Wurst, Claire Corcoran, Phil Jones, Ray Sullivan); 1 abstained (Steve Vanderbosch); motion passed.**
3. Jellyfish nets: The nets are not in good condition. It is possible with patching, they can be used another season. It seems the best approach is to leave them mounted, roll them up, and secure them with zip ties for the winter. The alternative of removing them altogether and attempting to store them seems it would damage them more. The person who let down the nets in June is not available to secure the nets, so we are looking for another person.

4. Gene's Plumbing has been engaged to turn off the water and winterize the system.
5. Tommy Grierson has been engaged to remove the two damaged picnic tables from the small pavilion, and, if possible, to salvage plastic planks for future uses.
6. Tommy Grierson has been engaged to remove woody debris deposited along the shoreline after the storm of Sep 22 – 23.
7. The central vegetated swale (rain garden) has a phragmites infestation and regularly has standing water more than 48 hours after a rain event. The phragmites was a problem last summer. At my urging, it was finally cut at the end of last summer. It has been a significant infestation since July of this summer. It was finally cut, at my urging, at the beginning of September. It is returning and needs to be cut again this autumn.
8. The Beach Committee supports the use of porous pavers for a trial section at the western end of the parking lot. (This was first reported in the Beach Report to the Board Meeting of April 27, 2021.) The porous pavers could reduce the impact of the overland flow in this area and improve water quality. An issue has been raised about the need to vacuum the pavers once a year. A vacuum truck can be hired for less than \$300 for this routine maintenance.
9. Volunteers and saving money: I want to thank the members of the Beach Committee and other neighbors who have generously volunteered their time and energy to maintain our Beach this summer. Together they spent untold hours carrying water to irrigate the young trees, repairing equipment, staying on-site while contractors work, weeding, raking trash from the beach, cleaning ashes from the grills, painting the lady bug, opening and closing the gate, and other tasks. When we were caught short about checking trash containers before and after reserved parties because of the absence of Mac, volunteers stepped- in for a total of 56 check-ups, saving the community \$1120 (The paid rate is \$20/check-up.) While we have paid services for mowing the grass and collecting the trash, our volunteers have saved the community a considerable amount, and they serve an outside role in maintaining the beauty of our beach.

**At this time, 9:00 pm, the Board went into closed session to discuss legal issues.**

**Closed session adjourned at 9:50 pm and the September Board meeting reopened.**

**RACKS:** Steve Vanderbosch asked if we can conduct a community survey to see if more racks should be built? The Board said we can do a community survey if we have suggested locations. Steve mentioned that he reported on suggested sites, so asked again if we can do a survey. Mike Waters wanted to consider a way that unused kayaks could be used by residents.

There being no further business, the meeting adjourned at 9:57 pm.

Respectfully submitted,

Jean Somers  
Administrator