

**HSIA BOARD MEETING
KEY SCHOOL IN PERSON & VIRTUAL
September 29, 2022**

BOARD MEMBERS PRESENT: Tom Anderson, Adam Blugis, Gene Gross, Mike Wurst, Tim Cantor, Steve Vanderbosch, Christian Elkington, Claire Corcoran (Absent – Ray Sullivan, Kevin Green, Maureen Sherer)

ADMINISTRATIVE STAFF: Jean Somers

GUESTS: Fred Matos, Tom Schwallenberg, William Hunt. Joining virtually – Mike Waters, Lisa Zimmerman, Teresa Sutherland, Rebecca Ostrow, Joy Phillips

The meeting was called to order at 7:01 pm.

MINUTES:

1. **Adam Blugis moved the Board approve the August Board Meeting minutes. Steve Vanderbosch seconded the motion. Vote taken – unanimously approved.**
2. **Steve Vanderbosch moved the Board approve the August 25 Closed Board Meeting minutes. Christian Elkington seconded the motion. Vote taken – unanimously approved.**
3. **Steve Vanderbosch moved the Board approve the September 8 Closed Board Meeting minutes. Tim Cantor seconded the motion. Vote taken – unanimously approved.**

PRESIDENT’S REPORT:

1. Tom Anderson reported that, when needed, the HSIA President will reach out to strategic advisors. **Tom Anderson moved the Board approve that the HSIA President be allowed to appoint strategic advisors. Adam Blugis seconded the motion. Vote taken -- unanimously approved.**
2. Tom Anderson discussed the recent letter sent to all residents. Tom received a vast amount of feedback, mostly positive, indicating most residents are in favor of cleaning up the community. The Board has authority to enforce Covenants. As necessary, we are taking that message into the community.

VICE PRESIDENT REPORT: Claire Corcoran reported as follows:

1. 101 Phipps Lane – sited to come into compliance by mid-October
2. 101 Gardner Drive – running a landscape company out of the house. Cited for large equipment.
3. 307 Hillsmere Drive – running a business out of the house. Large equipment – backhoes, trucks, workers living in the house. Cited for 2 sheds and forwarded our complaint to the County Law Department.
4. Steve Vanderbosch added 503 Hillsmere Drive. Claire will look at that again – drilling a well.

SECURITY: Claire Corcoran reported that the latest Stay Alert Security guard has resigned. Tom Anderson and Claire Corcoran met with the owner of Stay Alert Security Company. The owner is struggling to get a replacement for our last guard. Discussion of terminating the contract because the outfit is not reliable. Claire mentioned that she would like a new company in place by April 1, 2023.

TREASURER'S REPORT: Gene Gross reported that we don't have a Treasurer's Report for this meeting. Will have one at the next meeting. The FY2024 Piers & Harbor budget has been completed by the P&H Committee. The FY2024 General Fund budget has been completed by the Budget Committee. The FY2024 Special Tax budget has been completed by the Budget Committee and sent to the Board for review. Any questions or comments can be emailed to Gene by October 17 to treasurer@hillsmereshores.org. The Special Tax budget will be voted on at the October Board meeting.

SECRETARY: Mike Wurst reported as follows:

1. At the September General Meeting, we had 3 residents ask for the virtual zoom link, but they did not attend virtually. One other resident joined 5 minutes into the meeting.
2. The pool used the HSIA laptop for a successful movie night.
3. Google requests for our Beach – in August, there were 32 requests for directions to the Hillsmere Beach on google and 4,602 visits to the Beach google page.

ADMINISTRATIVE REPORT: Jean Somers reported as follows:

1. Pizza and Ice Cream party scheduled for October 1 at the beach pavilion from 4:30 to 6:30 pm.
2. Halloween Parade scheduled for Sunday, October 30, at 1 pm. Meet at The Key School gazebo.
3. Discussion of gift for our previous security guard Mac. Mac has been in ill health since he left in December 2020. The Board granted permission to Jean Somers to purchase an appropriate get-well gift for Mac.

LEGAL: Steve Vanderbosch reported that the litigation is successfully settled.

POOL: Danielle Franz not present, but submitted report as follows: Pool is closed for the season. We managed with our guards being mostly high schoolers - with some hiccups - but overall, they did great. It was a good summer. Danielle plans to work with Kevin Green in October to discuss alternatives to our grass enclosure.

ENVIRONMENTAL/SHORELINE: Steve Vanderbosch reported for Kevin Green as follows:

1. We had a successful tree sale/plant sale
2. Kevin Green is getting trees and shrubs from the County Watershed Steward program
3. Kevin Green would like to purchase 15 to 20 trees for the median from Schott Nursery – 7 and 10 gallon, 4-6 feet tall, native trees. **Steve Vanderbosch moved the Board authorize the expenditure of up to \$2,000 to purchase native trees for the Hillsmere Drive median for planting this Fall. Mike Wurst seconded the motion. Vote taken – unanimously approved.**

PERMITS: Tom Anderson reported that one permit request is currently moving forward. Looking into a violation – shed on property line.

PIERS & HARBOR: Steve Vanderbosch reported as follows:

1. P&H FY24 Budget -- Proposed CY 23 Fees – no change. Increased Late Fees encouraged timely payments and added modestly to revenue.
 - a. Proposed FY24 Budget
 - Estimated Revenues: \$158,000
 - Estimated Expenses: \$57,000
 - Estimated Retained Earnings:

\$20,000 Community Support

\$81,000 Reserve & Contingency Fund vs \$95,000 recommended by Reserve Study

2. Sand Spit Living Shoreline -- Participated in conference call with Federation and DNR for information/feedback on the project, with an eye toward obtaining construction funding. Federation trying to arrange site visit for new DNR personnel to acquaint them with the project. Federation is expected to finalize contract with ESA for design of the project.
3. Boat Lifts Recommendation:
 - a. General permit has been approved by AACo. MDE general permit awaiting approval.
 - b. Lift Slip Wait List of 14 people wanting lift slips
 - c. The P&H Committee recommendation is to add a limited number of lifts to maintain "balance" between lift slips (waiting list of 14 for 8 lift slips [175%]) and wet slips (waiting list of 34 for 115 wet slips [30%]), as well as preserving smaller wet slips on C Dock.
 - d. The recommended locations are at the beginning of A Dock:
 - Slips A2-A5 (E; 4 lifts); and
 - Slips A22-A25 (W; 4 lifts)
 - Slips are approx. 30'x12' in size
 - e. Specifications
 - 13000 lb Hybrid Galv Magnum lift w/E-gears and Remote-control w/stops
 - Requiring 10 new pilings
 - f. Lift Costs, as of August 24, 2022:
 - Each lift -- \$13,820.00 less 10% = \$12,438.00
 - 8 lift Total after discount -- \$99,504.00
 - Installed pilings can cost from \$800 to \$1,000 each; to be bid
 - Electrical work for the original 8 lifts in 2019 cost approximately \$10,000 or \$1250/lift; to be bid
 - Preliminary budget of \$120,000 from P&H funds
4. Marina and P&H Operations:
 - Work continues on do-it-yourself improvements to all slips, including replacing damaged/missing piling caps, adding wooden line hangers on the outer pilings of all slips, placing galvanized eye lag bolts on outer piers, stringing or restringing of pull lines between slips, removing safety hazards and disposing of old unused mooring lines. Volunteer work parties have completed improvements from Slips 1 to 64.
 - We still plan to construct 5 new kayak racks, with 18 total spaces, at the Kayak Ramp and Beach Drive Boat Ramp, but no progress has been made this month.
 - Three safety ladders have been re-positioned/re-attached at the end of each dock, due to wear and tear. One dock board was replaced at the Kayak Ramp.
5. Slips Report: The Marina has generally been full all year. Fees totaling \$132,533 have been collected vs. \$135,544 maximum slip revenue, or 98%
 - a. The Wait List has 36 people noted:
 - 4 of them are seeking a Lift Slip
 - 16 did not respond to a January message about accepting a slip
 - 5 declined after positively responding to the January message
 - b. Additions after March 22nd:
 - 4 declined an offer
 - 2 did not respond to email/phone call offers

- 3 do not yet have a boat
- 2 have large boats for which we do not have large slips available

Steve Vanderbosch also mentioned that on Sunday, September 25 at Slip 8, Steve found open bottles of wine and beer with no one around. Then, at the end of A-dock, Steve saw 20 people dressed in black and participating in a Celebration of Life with ashes disbursed in Duvall Creek. That explained the alcohol and Steve mentioned to the Board that ashes are illegal unless 3 miles offshore.

BEACH: Maureen Sherer not present, but submitted a report as follows:

1. Shoreline maintenance update -- As reported in July and August, the eastern riprap bulkhead and immediate surroundings require maintenance to reset some stones and add additional stones to fill the voids. Paydirt, LLC has submitted a proposal to provide the materials and perform the work for \$5,870. As previously reported, the other company contacted declined to submit a proposal. The Maryland Department of the Environment (MDE) recommends yearly inspections of shoreline property to forestall major problems. It would be best if this routine maintenance work could be finished before winter, and Paydirt can schedule us this season. This work does not require a permit. **Adam Blugis moved the Board approve NTE \$6,100 for the acceptance of the proposal for shoreline maintenance from Paydirt, LLC. Tim Cantor seconded the motion. Vote taken – unanimously approved.**
2. Beach nourishment (sand replenishment) update -- A representative of MDE recently visited the site and verified the conditions presented in our application. While we have no control over how long the permitting process may take, we have been told the project is permissible. Paydirt, LLC has also provided a preliminary proposal for the sand and installation, for approximately \$13,700. The company is aware that we are still in the permitting process and cannot act on a proposal at this time.
3. Parking lot maintenance update -- As you know, a pothole near the eastern pedestrian entrance to the playground appeared this summer. We are very grateful to Phil Jones for volunteering to research the best patch materials and skillfully patching the hole. Cost for materials was \$210.02.
4. Playground equipment – replacement parts -- As you know, the suspension bridge on the western playground recently collapsed. Phil Jones has taken the lead coordinating this repair. It seems likely the playground equipment supplier will be able to ship the needed replacement parts soon. As you know, factory supply chains are still struggling to meet demand.
5. Phragmites control update -- While the eastern natural shoreline’s native plants are rebounding beautifully, the phragmites invasion will still require a couple more cuttings before winter. Unfortunately, the infestation had many years to establish its rhizomes, so the restoration process will be ongoing.
6. Jellyfish nets -- Tommy Grierson has agreed to take-up the nets for the season soon.
7. Rinse station winterizing -- Gene’s Plumbing has agreed to turn off and winterize the rinse station soon. At least two faucets will need to be replaced for next season, but we will wait until after the winter to do this.

DISCUSSION: Tom Anderson led discussion on the following topics:

1. Fireworks – should there be a policy? A homeowner recently let off fireworks in the community. When the homeowner was confronted by a Board member, the resident didn’t care. What can we do about this? Suggestions from Board members – call 911; have a

conversation with the police department that this is a serious issue and we would appreciate a response; contact the Fire Marshall. Adam Blugis volunteered to contact the Fire Marshall.

2. Businesses run in Hillsmere homes – Discussion of what is allowed. Agreement that we don't want anything unsightly in the yard, no construction vehicles. If someone is running a business out of the home, it should not be obvious. Board members expressed concerns about enforcement and fairness and agreed this is a very complex issue. First steps for violation would be to contact the County, invite homeowner to a meeting, notification in the Sea Breeze of unsightly and unacceptable properties without giving addresses and names.
3. Community House – Tom Anderson has looked at all the evidence and is recommending the Board move ahead in a 2-phase approach as follows: exterior this year to include siding, roofing, enclosing the carport, new windows, front porch, and the interior next year. **Christian Elkington moved the Board approve that the President can authorize NTE \$75,000, upon recommendation of the House Committee Chair, for exterior work on the community house. Tim Cantor seconded the motion. Vote taken – unanimously approved.**
4. Playground equipment replacement – We need a list of what needs to be replaced, cost, budget implications, etc.
5. Long-range strategic plan – propose a 5-year plan, updated annually. Structure to be proposed at the October Board meeting.
6. Property Manager – Tom Anderson looked at the RFP for a Property Manager

NEW BUSINESS:

1. Tom Anderson recognized Hillsmere resident Fred Matos. Fred had questions about the Hillsmere letter that Tom sent and is curious about the plan of action moving forward. Tom Anderson is developing a plan with the Board.
2. Tom Anderson recognized Hillsmere resident William Hunt. William had security concerns. William requests to have security drive at night. He has had two attempted car break ins and an intruder break in. Claire Corcoran explained that our security is not enforcement and that a resident needs to call 911. And our security patrol is not 24/7.

OLD BUSINESS: None.

There being no further business, the meeting adjourned at 9:10 pm.

Respectfully submitted,

Jean Somers
Administrator