

Board Meeting of November 17, 2009

The meeting was called to order at 7:00 PM.

Board members present: Diana Hawley, Bill Tucker, Andrea Gilde, John Trainor, Karen Dryden, Don Manges, Beth High, Joan Ferrick, Joe Greenfield, Ed Campbell, James Richardson and Dave Byler.

Board members absent: None

Committee members and guests: Jean Tucker, Bill Dryden and Bob Hartman

President's Report - Meeting was called to order by President, Diana Hawley, who made the following report:

- Special thank you to all those who came out to support the Fall, 2009 Cleanup day on Saturday, 10/24/09.
- Reminder for e-mails – please be sensitive to “Reply All” when transmitting information that is BOD specific. Harry Witte is now on the legal committee and was copied on specific BOD transmittals pertaining to CICA legal issues.
- Thanks to Jim Richardson for his hard work cleaning and polishing the floor in the pavilion. The elbow grease paid off and the floor looks like new. Thank you Jim for a job well done. Thanks also to Jack Ferrick who also assisted in the cleanup.

Secretary's Report – John Trainor presented.

- The minutes from the October 20, 2009 BOD meeting were approved as written and will be posted on the bulletin board & website.

Treasurer's Report – Update provided by Andrea Gilde.

Reviewed Community Maintenance Report with the following notables:

- General Maintenance and Erosion expense was for grass cutting of community areas.
- The Harbor expense was for underwater grass cutting.
- Printing and Mailing expense was the October, 2009 Newsletter.
- Wages paid were for grass cutting of community areas.
- No income was reported in October, 2009.

Review CICA Report with the following notables:

- Community Events expense was for the Cleanup day lunch and Halloween party.
- General Maintenance and Erosion was expenses paid to contractors for grass mowing.
- Wages were paid in the CICA budget to contractors who cut residents' lots with CICA equipment.
- October, 2009 income of \$175.00 was for pavilion rental.

Both the community maintenance and the CICA treasurer's reports were approved as written.

Committee Reports

Architectural Review - Bill Dryden, Chairperson

- No new approvals since the last meeting.
- The owners of 271 Rolling Avenue have been notified that the shed recently installed on their property was done so without ARC approval and appears to not have the 12-½ foot side yard set back.
- Bill Dryden will advise of the response when received.

Beach - Joe and Jennifer Greenfield, Beach Chairperson(s)

- Thanks to everyone for a great turnout on cleanup day.
- Most items on the cleanup list were accomplished and we're settling in for the winter.
- A special thanks to the Gilde's for their assistance during the Beach Chair transition and especially for Gary and son for braving the cold water and removing the augers for the swim platforms.
- The pavilion and restrooms were winterized, then "un-winterized" to allow water access for the floor cleaning operation which was completed by James Richardson and Jack Ferrick.
- We'll close up everything again the weekend of 11/21/09 and put the "winter" locks on the restrooms.
- Thanks to Don Manges for the installation of a solar spotlight at the pavilion.
- As a note, the medical kit is stored in the pavilion kitchen, which gets locked. The kit should be moved to the meeting room.
- The possibility of changing out the two small propane cylinders to one large tank is being investigated. Future report.
- Please let Joe Greenfield know of any plans to work on the beach/pavilion before hand. This will enable Joe to lend assistance where required (i.e. turning on the water for recent floor polishing activities).

Bulletin Boards – Karen Dryden, Chairperson

- Old advertisements have been pulled from the bulletin boards.
- Advertisements will be allowed to remain in the bulletin board for 3 months before being removed. Therefore, please date all advertisements which will be displayed in the bulletin boards.
- For now, Karen is holding onto the old advertisements she recently removed from the boards.

CICA Clothing

- Still in need new chairperson(s) moving forward. Please volunteer if interested.

Community Events (CE) – Babs Manges, Chairperson

- The Community Events (CE) meeting was held on November 9, 2009 at the Pavilion.
- Fall Cleanup day on October 24 was a success. Since the weather men predicted bad weather again, the CE team didn't plan on serving lunch. However, the CE team ended up getting pizza from Pat's since the weather was cooperating. All the workers enjoyed the meal.
- November 7 was mooring pulling day. Pat Day, Karen Dryden, Dee Hartman and Shirley Duckenfield served coffee and donuts in the morning and sandwiches at lunch.
- The Halloween Party had about 30 children for the parade and crafts.

- Upcoming events include:
 1. December 6 – Wine and Cheese. This year’s hosts are Brian and Susan Clare.
 2. Santa’s helper, Susan Clare, is delivering CICA holiday mail again this year. Cards should be dropped off in Santa’s Mail Box, 19 Gull Circle by December 11th.
 3. Christmas caroling will be held at the pavilion on December 19th.
 4. Anyone requesting a visit from Santa should contact Susan Clare at 410-287-5372.
- The next CE Meeting will be held on December 14th at 7:00 at the home of Pat Day, 83 Caldwell Road. We will have a cookie exchange.

4th of July – No report.

- Diana Hawley is going to ask Bill and Pat Day to coordinate 4th of July festivities again this year, since they did such a great job in 2009.

Snow Plowing and Grass Mowing – Bill Tucker, Vice President

- 9 residents have paid to get their driveways plowed this winter and the 10th payment is in the mail.
- Stakes will get put up in early December. CICA has approximately 35 stakes.
- Diana Hawley followed up with the Vicari’s about the boats on Rolling. CICA will move on 12/1/09 if not moved by the Vicari’s. This move will be at the owner’s expense. It was generally agreed by the BOD that the boats should be towed to an impound lot by a towing company. Diana will keep the BOD apprised of developments.
- Diana also sent an e-mail to the owner’s of the RV on Caldwell. No reply as of yet. She will continue to follow up.
- In regards to grass mowing, those cutting the grass should inform the BOD of any uncut lots.

Harbor –Bob Hartman and Jim Duckenfield serve as Harbor Master(s).

- This Fall has been a very busy time at the harbor. Beginning in September, we have been pulling moorings whenever manpower, weather, and tides permit. The task of pulling the moorings is threefold: pulling the moorings and transporting them to the beach; dragging them from the beach to the staging area; and delivering them to their owners. This is all very strenuous, dirty, wet, and at times, dangerous work. We could not have done this without the support of our neighbors. Several workers helping time and time again.
- During this time two special events took place:

Cleanup day

In spite of the rain and nasty weather, we had a good turn out and got several things of note done:

1. The high growth from the deck to the far end of the kayak rack was trimmed and removed.
2. The low hanging branches under the tree, where cars with trailers are parked, were trimmed and removed.
3. The tall grasses and weeds around the flagpole were trimmed and removed.
4. The grass in the harbor area was mowed.
5. The beach was cleaned of seaweed and other debris.
6. The red buoys at the swimming area were pulled and delivered to the swimming beach.

7. The maintenance folks filled in the potholes on the harbor roadway.

Our thanks to all who helped getting all this done and supplying snacks and coffee for our workers.

Mooring-pull day

On this day, the weather held and we had another good turn out, getting numerous tasks accomplished:

1. We pulled in the remaining 5 mooring from the harbor.
2. We moved all the remaining 13 moorings from the shallow water up to the staging area
3. We delivered 85 moorings to their owners.
4. We pulled the 3 floating docks and the mooring puller up to the winter storage area.
5. The abandoned boats were removed and delivered to their owners, except for one that was placed behind the garage.
6. We removed and stored anything that did not need to remain in the harbor.
7. We did encounter some problems. For instance, the bottom of the large floating dock came loose. However, after inspection by Bob Biedermann, it was determined that this could be repaired in the Spring. We also need to replace or repair the motor mount on the mooring puller and the large floating dock in the Spring. Of major concern was that the lamppost at the harbor fell down without warning. It was rotten at the base. We are fortunate that no one was injured. This problem has been forwarded to the Board, as the power company owns the post and is responsible for replacing it.
8. At present, we have two Hobie cats, one Laser sailboat, and two inflatables, not stored on the storage racks. We also have one mooring to be picked up. We have contacted all of the owners and these items should all be removed in the next week or so. Once done, we feel that the harbor area is safe and secure for the winter.

The Harbor Masters would like to thank all the workers for their hard work and dedication, the ladies who supplied coffee, snacks, and a hot meal while we were working, and to thank Harry Seeley for the new motor davit that was well used in installing and removing the heavy O/B motor.

History – Pat Day, Chairperson

- No Report

Legal – David Byler, Chairperson

- Bill Dryden provides update on the Osborne Consent Agreement:
 1. Robert V. Jones, Esq. agrees that if the agreement of sale disclosure refers to the Consent Judgement and a copy of the Consent Judgement is attached CICA is protected.
 2. RVJ is still working on a reply to their attorney's letter concerning the language in the second paragraph, which implies that the only way into their garage is by using our Harbor Access Road. Bill Dryden will submit a copy to the BOD for their review.

- Bill Dryden provided update on Crowetz property:
 1. The hearing for the past due maintenance fee is scheduled for December 28, 2009.
 2. The property is scheduled for foreclosure sale on November 20, 2009.
 3. Depending on the outcome of the foreclosure sale, our proposed suit and lien could be wiped out.

Library – Joan Ferrick, Chairperson

- The library is getting rid of a great many old books.
- Sue Seeley took soft back books as stocking stuffers for our armed forces.
- Dotty Fritz took books as well for a parish donation.

Mowing and Maintenance – Bill Chase provided update via e-mail

- Bill is out for the next 3 weeks.
- The crews have hit most roads in the community to fill pot holes at least once. Many thanks to Ron Collins and Paul Lyons for their help.
- In regards to mowing, the work is done for the 2009 season. Unless someone objects Mike Burroughs can store the mower in his garage. No objections were noted.
- The large milling pile across from the Vicari’s house should be removed. This pile has been there for an extended period of time. The BOD agreed this should happen as soon as possible to be consistent.

Membership – Jean Tucker, Chairperson

Recap:

- 2008 – One property owner (Crowetz) has not paid their required 2008 (nor 2009) maintenance fees and did not pick up the registered letter sent by Bill Dryden on May 13.
- 2009 - Invoices and forms were sent to all property owners including Mason exempt and 11 renters on Jan 1.
 - 79 second notices for 2009 were sent March 1.
 - 34 third notices were sent April 15.
 - All bathhouse and shuffleboard keys have been hand delivered or mailed.
- 2010 – Received one maintenance fee and one CICA membership fee from new owners of 23 Diana Way.

2009 Responses to Date:

- CI Community
 - Maintenance
 - Required 312 full & 3 partial of 326 lots (96%)
 - Optional (Mason Lane) 5 of 5 paid (100%)
 - Bath House 124
- CICA
 - Membership
 - Owner 238 of 301 owners (79%)
 - Renters includes 2 renter memberships
 - Shuffle Board 52
 - Boat Storage 93
 - Mooring Set & Pull* 88

- Mooring Pick up & Return 79
- Donations/Late fees \$54.94

* includes 2 special mooring fees from Murray

Newsletter - John Trainor, Secretary

- The January, 2010 newsletter will be the next undertaking.
- A reminder e-mail will be sent out to the community for newsletter articles/information/advertisements.
- An invitation to fill vacant committee chair positions will also be posted in the January, 2010 newsletter.

BOD Nominating Committee – New nominating committee chairperson will be needed to take the place of Diana Hawley. Volunteers welcome.

Pavilion Rental – No report on rental activity.

Roads – No report on roads.

Town Watch – Janet McKenna, Chairperson

- No report.
- Diana Hawley did follow up with Janet and coverage for Halloween weekend, but specifically mischief night was provided by Town Watch.

Tractor – No report.

CICA Web Page and E-Mail – Diana Hawley

- Nothing new to report.
- Please provide any updates to Diana.

Community Member Questions and Answer Session

No questions or concerns were raised.

Review of Old Business

Road Maintenance Project:

1. The BOD agreed that a milling specification should be provided prior to awarding the contract for the 2010 CICA road maintenance project.
2. The plan was to start the project in Spring, 2010. However, a technical point was made that millings bond better in the heat of the summer. This was a conclusion from past work by the road maintenance crews. Therefore, the summer months would be a better time to perform the road maintenance project.
3. Based on the technical recommendation above, the BOD agreed that the summer months would be better from a final product perspective (i.e. well bonded road surfaces following the project).
4. In the end, it was apparent that an overall plan needs to be formulated, including bid specifications. Diana Hawley will follow up with Bill Chase on this issue.

5. The Meadows quotation defined an "incident" repair price of \$3,500.00 per incident. The BOD would like to have a definition of constitutes an incident.
6. Finally, it was determined that the road maintenance timeline needs to be presented in the January, 2010 newsletter.

Man and Woman of the Year:

1. It is determined to select the Man and Woman of the Year in January, 2010.
2. A discussion occurred regarding voting procedures.
3. In past years, a list of the previous man/woman of the year was distributed. The names of new nominees were then presented on ballots. The BOD did not know who was selected as man/woman of the year, prior to the formal announcement.
4. This year it was determined that the BOD should know who is being proposed as nominees and openly discuss the nominees prior to selection.
5. Diana Hawley asks for an e-mail of proposed nominees. These nominees will then be discussed and voted on via ballot, and tallied immediately after. The BOD will therefore know who has been selected, prior to the Spring dinner.

Aerial Photography:

1. Karen Dryden sent an aerial picture of CI to Diana Hawley.
2. Also under consideration is a submittal by Allan Jones. However, CICA would need to ask for permission to reproduce this photo since it is government issue.

Upgrade of Pavilion Exterior Doors:

1. The following was proposed by Joe Greenfield after investigating increasing the door security. It was recommended to upgrade the locks with double sided dead bolts, provide enhanced strike plates, new screws in hinges and First Watch Door Reinforcer.
2. All locks could be keyed the same. Double keyed locks would be provided.
3. This work could be done for < \$165.00 for 2 doors.
4. Additionally, a cage could be provided to secure the entrance afforded by the air conditioning unit.
5. Key distribution would initially be to BOD and Committee Chairpersons. Additionally, a key will be made available on an as-needed basis to any community member who has demonstrated a need for a key, at the discretion of the board of directors.
6. It was agreed that a key log should be maintained to track who has received a key to the pavilion. Diana Hawley will keep the key log.
7. A motion was made and carried unanimously to upgrade the locks as described above for \$165.00.
8. The air conditioning cage will be investigated and purchased in the near future, following BOD approval.

Street Signs missing on Bennett and Rolling:

1. No update provided.
2. John Bates and Bill Chase to investigate and provide future update to BOD.

Community Equipment and Tool Log:

1. Diana Hawley started the equipment and tool log.
2. John Bates to get her the list of tools and equipment he either possesses or has awareness of the stored location.

Tubes at Houses:

1. Diana talked to Jack Ferrick about compiling/updating a tube log.
2. It was decided to put a tube update checkbox in 2010 Invoice.

Boat Ramp Project:

1. At the October BOD meeting, a motion was raised to execute the ramp replacement in March, 2010. This motion was unanimously carried by the BOD.
2. Art Wood was notified that the project was a "go."
3. No permit modifications are required.

Solar Spotlight at the Pavilion:

1. Don Manges installed the 1st solar spotlight at the pavilion.
2. It was agreed the light was an improvement and a benefit. Thank you Don for your gift and hard work.
3. Don will work to permanently mount the first light and install a 2nd.

New Business**Reviewed the CICA 2010 Forms – Jean Tucker headed the review****Moorings in the North East (NE) River:**

1. Requests have come in the past to put moorings in on the NE side. Previous Harbor Masters would set the moorings on the NE side with approval from the BOD for an added fee.
2. This year, the moorings on the NE side were pulled and brought back to the harbor. However, the current Harbor Master has concerns about doing this in the future. The concern is primarily safety related in taking the mooring puller around Turkey Point.
3. Several attendees to the November BOD meeting had experience setting and pulling moorings on the NE side and did not think it was a safety risk.
4. Additionally, it was deemed to be good will effort to our neighbors on the NE side of the Point.
5. In the end, the BOD agreed to continue setting the moorings on the NE river. The price will go up by 25% per mooring, reflecting the general increase in 2010 for all mooring set and pull costs. In the past, one NE river resident was charge \$100.00 to set 2 mooring on the NE River. This cost will now be \$125.00.

Light Post at the Harbor:

1. Diana is reviewing and has called Delmarva Power.
2. John Bates is looking for a copy of the agreement with Conowingo Power. The thought is that the Harbor Pole is Delmarva's Power and CICA pays rent for it. In this case it would be Delmarva's responsibility to repair.
3. On the other side of the coin, Delmarva has opened a ticket but is generally unresponsive and claims the pole is not their issue and CICA owns it.
4. The breaker is shut off so it is not a safety concern.
5. Updates to follow.

Poaching:

1. Hunting season is open and a dead deer was found between the Harbor and the Fritz property. The deer was reported to the DNR as a poaching.

2. All residents are encouraged to call DNR to report incidents of poaching. The "Catch A Poacher" # is 1-800-635-6124.
3. A poaching note will be put in the January Newsletter with the "Catch A Poacher" # listed.

BOD Meeting Night:

1. Starting in January, the BOD meeting night will be changed to the 3rd Monday of each month at 7:00 PM, instead of the 3rd Tuesday.

The meeting was adjourned at 9:15 PM.

Next meeting will be Tuesday, December 15 at 7:00 PM at the pavilion.

Respectfully submitted,

John J Trainor, Secretary