

CICA Board of Directors' Meeting

April 18, 2012

7:00 p.m.

Board members present: Ed Campbell, Jim Carter, Karen Dryden, Andrea Gilde, Don Manges, John Reber, Joan Ferrick, Troy Gunden, and John Murch

Board members absent: Joe Greenfield, Diana Hawley, James Richardson

Community members/guests present: Bill Dryden, Kathi Lichtenstein, John Murray, Jay Gilfillan

The meeting was called to order at 7:00 p.m. by President John Reber.

President's Report (John Reber)

- John drafted the letter to be given to the community at large, regarding the ownership/maintenance issues with Mason Lane. Our lawyer, Robert V. Jones, has vetted the letter for accuracy and legality of distribution. John is submitting it for the record. Copies are available and will be posted on the CICA website. Other issues regarding this will be covered under the Legal Committee report.
- Additional work on drainage issues has been completed for the areas of Rollins and Rolling, Mowbray and Rolling, and Pine Lane, as approved at the last Board meeting. Other areas are being studied to best see how to proceed.
- This is not strictly a CICA issue, but the County Commissioners are discussing the damaged bridge on Old Elk Neck Road. It has been moving up in the list of priorities, but may be derailed by a coalition of owners that are now enjoying living on a dead end street. This bridge has been out of commission for 7 years. As this road provided secondary access for emergency vehicles to get to Chesapeake Isle, John encourages residents to contact the commissioners and state their views.
 - The issue was raised as to whether CICA should support the effort to rebuild the bridge.
 - There was some discussion as to whether it is an appropriate issue for the Board to undertake, and was determined that the Board should not create a petition to show its support as a unit.
 - Individual property owners can create/sign petition
 - Several Board members volunteered their services as property owners to create and/or distribute petitions in support of rebuilding the bridge but will not be representing CICA as such.
 - There is no update on Comcast service. As far as we know, the target date for service is still July 1.

Secretary's Report (Andrea Gilde for Diana Hawley)

The draft minutes from the March Board meeting were e-mailed to all Board members on March 28 for review and approval (with a response deadline of 3/31/12). The minutes were approved (8 yeas; 4 non-votes that counted as yeas) with the following changes incorporated:

- Under the Treasurer's report, first bullet, number (7): Clarification was made, to read as follows: "The deposit of \$1002.42 into the reserve account consisted of \$1000 repayment of an earlier transfer and \$2.42 in interest."
- Under ARC committee report, third paragraph, last sentence: Changed the word "cooperation" to "agreement," to read as follows: "...is in agreement with this recommendation."
- Under the Grass Mowing committee report, the postmarked date was changed to April 18 (instead of April 20).
- A note/language was also added to the end of the Roads/Drainage Improvement and Planning committee report to reflect the vote that was taken via e-mail after the meeting to approve an additional \$1500 for a pipe to be installed under the driveway at 21 Mowbray Lane. (The pipe is only needed on the downhill side of the circular drive. The other drive is at the high point and no swale/pipe needed.) This amount was mistakenly omitted from the original estimate from S&M, Inc. A motion was therefore made and seconded to approve this additional expenditure and ask that an amended contract be provided from S&M, Inc., showing the new total amount of \$9,508 for this phase of the project. It was approved, with 11 votes received, all in favor.

The final minutes were posted on the Web site and on the beach and harbor bulletin boards on April 2, 2012.

Treasurer's Report (Andrea Gilde)

- Andrea presented and reviewed the March CICA Monthly Treasurer's Report. Highlights include the following:
 - \$2000 was transferred to the reserve for the required allotment for the tractor replacement fund
 - \$2950.06 was transferred to the CM checking account as ½ of the tax refund deposited to CICA account in February
- Andrea presented and reviewed the March Community Maintenance Monthly Treasurer's Report. Highlights include:
 - \$2950.06 was transferred from the CM checking account as ½ of the tax refund deposited to CICA account in February
 - \$2000 was transferred to the Reserve account for the required allotment for the tractor replacement fund.
- A motion was made and seconded to approve the Treasurer's Reports; all in favor.

Committee Reports

- Architectural Review (Bill Dryden)
 - As a follow-up to last month's discussion regarding the Peirson parking matter, Bill D. distributed a copy of the revised agreement regarding the construction of a parking pad that will abut the road. The agreement will be signed by the property owner and officers of the CICA. The signed agreement will be submitted at the May board meeting.
 - Construction on the renovation at the Meisner property has stopped, due to issues with the contractor. It was communicated to Bill D. that a new contractor will be in place and work will resume soon. The outside of the building may not be completed within the required 6 month timeframe, but should be done shortly thereafter.
- Beach (Joe and Jennifer Greenfield)
 - New Keys for the bathhouse will be ready by the end of the week.
 - The pavilion has been "unwinterized" but the bathhouses will need another good cleaning before the start of the season.
 - There was a major act of vandalism at the beach recently. There was broken glass everywhere, some damage to the playground equipment and to the volleyball support post. The damage was cleaned up and repaired by CICA volunteers.
 - Vandalism is completely unacceptable in any form. Anyone who notices any suspicious activity should contact the Cecil County Sheriff's Department, with an email copy to the beach chair.
 - There have been reports of older kids using the playground equipment in a somewhat dangerous manner. Without constant supervision, there is not much we can do about it. Any adult can warn the kids of the danger and of the potential for damage, and that they will be held responsible for any damage they cause.
 - Thank you to those volunteers who helped clean and repair the damage (Joe Greenfield, Jim Abel, and John Murch); also to Joe Greenfield, who made sure the playground area and bathrooms were available and cleaned in time for the Easter Egg Hunt.
 - We are getting ready for cleanup day, and developing a list of jobs and tasks. Anyone with suggestions for jobs should email them directly to the Beach Chair, jg.nine@yahoo.com
- Bulletin Boards (Karen Dryden)

Karen reminded community members that all advertisements will be posted for a period of three months only.
- CICA Clothing

Nothing to report
- Community Events (Pat Day/Babs Manges)

- With the decision being made that the Community Events Committee would meet four times a year, the month before the issuance of the Newsletter, we did not meet in April.
 - The Easter Egg hunt was held on April 7th and was attended by 32 children and their families. It was a gorgeous, sunny day (for the first time in a long time). There were crafts, goodies, and, of course, the egg hunt (we did about 700 eggs). There were 6 older kids/teens who helped hide eggs and quite a few adults for set-up and clean-up. Thanks go to Diana Hawley and her committee for another successful event for the children of Chesapeake Isle.
 - On March 31st Jay Gilfillan, the new Harbormaster, and his crew picked up the moorings in preparations for the mooring set on Saturday, April 14th. The mooring set was successful on April 14th and without incident. Our thanks go to Karen Dryden and Diane Gilfillan for setting up coffee, donuts and lunch for the tireless workers.
 - The Annual Spring Dinner will be held at the Chesapeake Golf Club in the Knickers Restaurant. As of this date, 49 residents have signed-up to attend.
 - Our activities in May include the first of our Summer Night Socials chaired by Janice Newkirk. These are held at the Pavilion on Friday nights at 7PM. The first will be on May 25th. Bill and Pat Day will host and we hope to see some of our new neighbors there. In June we will be celebrating the Sixties with Diana Hawley and Jennifer Greenfield hosting.
 - An important message in this report is, again, without the selfless time and commitment of our volunteers of our community, we would not be able to benefit from the activities that our residents have come to enjoy.
 - Our next meeting will be June 11th at 7PM. Place to be determined and a notice will be going out.
- Fourth of July (Bill and Pat Day)
Plans for the 4th of July celebration are underway. As a reminder, the 4th of July Celebration will be held on Saturday, June 30 (since the 7/4 is a Wednesday and we wouldn't expect a good turnout).
 - General Maintenance/Erosion (Sonny Hayes)
The benches along Jacob's Nose need repaired. Sonny is waiting for the work in the Harbor to be finished to see if material is left over. If anyone is aware of other items needing attention, please contact Sonny. Jim Abel cleaned the community entrance sign. Thanks to Jim!
 - Grass mowing (Karen Dryden)
 - Karen mailed the invoices to empty lot owners regarding mowing, with a return date of April 20. 39 invoices were sent, and 19 payments have been received to date, which is comparable to last year. 4/19 is the cutoff date to receive payments, and a \$5 surcharge will be added to any request for cutting of empty lots received after this date.
 - If a property with a house on it has grass that really needs cutting (above 6 inches, according to the Restrictive Covenant), please contact Karen Dryden. She will send a letter out to the property owner, reminding them of the 6-inch rule. Under most circumstances, the Association cannot cut grass on a lot with a house on it. If owner does not respond the Board will then make a decision as to the path forward
 -
 - There is an empty lot on Arden Rd. that seems to have abandoned cars on it. It is believed that the cars belonged to the tenant of the house next door, and the tenant is gone. That lot will be difficult to cut, and the cars can't be stored there. Karen will contact the property owner to verify that they are not his cars. If necessary, the landlord can be contacted as well to try to get the cars removed.
 - Harbor (Jay Gilfillan)
56 moorings were planted on Mooring set day. It was a very successful effort; thanks to all who helped. Thanks also to those who prepared and provided lunch for the workers.
 - History (Pat Day)

- Members of the History Committee (Karen Dryden, Audrey Buck and Pat Day) met at the Pavilion to assemble the posters for the upcoming Annual Spring Dinner. Displayed will be 1) Board of Director members for 2011-2012; 2) pictures from the annual Fourth of July community picnic; 3) pictures of the harbor moorings; and, 4) pictures of the different events held during the past year.
- Also to be included will be photo albums assembled by Sue Clare of various activities during the past couple of years. Audrey Buck has assembled a notebook containing newspaper articles covering some of our residents.
- The History Booklets will be available to those who have not received one as well as the new President's Report for the past year.
- As always we invite any community member who wishes to join the History Committee to please contact Pat Day at bandpday57@aol.com.

- Legal (Bill Dryden)

Mason Lane Lawsuit: There will be a hearing to bifurcate on April 25, 2012, as our attorney has asked the court to rule separately on two issues: (1) Who owns the northern part of Mason Lane? (2) Is the 2007 recorded agreement on maintaining the northern part of Mason Lane a valid contract? The outcome of this hearing will determine next steps and will dictate our plans for the June hearing. Further information should be available for the May board meeting

- Library (Joan Ferrick)

Opening day for the library will be April 21. Coffee and donuts will be available for opening day. There has been a great response from volunteers; only 5 weeks remain to cover for the whole season.

- Membership (Kathi Lichtenstein)

65 second notices were sent out to property owners who haven't yet paid for 2012. We had delayed starting the lien process on a property currently in foreclosure because it seemed like the property was going to be sold; the sale fell through, so the lien process will resume.

- Newsletter (Diana Hawley)

Newsletter submissions for the April newsletter were due to Diana by April 1, 2012. She will finalize and send the newsletter out by the end of April.

- Nominating (Diana Hawley)

We currently have two nominees (Phyllis Doyle, and Justin Thomas). Board members whose terms will be ending this year (and are eligible to run for another term) should determine their willingness, if they have not already done so.

- Pavilion Rentals (Sonny Hayes)

The pavilion is currently committed on the below dates in 2012:

| | | | | | | | | | | | | |
|------|------|------|------|------|-------|-------|------|-------|-----|------|------|------|
| 4/7 | 4/28 | 5/25 | 6/23 | 6/29 | 7/4 | 7/7 | 7/20 | 7/27 | 8/3 | 8/11 | 8/18 | 8/24 |
| 8/25 | 8/26 | 8/31 | 9/28 | 9/29 | 10/13 | 10/27 | 11/3 | 12/15 | | | | |

- Road Maintenance (Sonny Hayes)

There are no problems demanding attention at this time, other than those drainage activities planned by the long range Roads and Drainage Improvement and Planning Committee. Sonny can be reached at 410-287-7588 or 443-693-2090 if there are any problems or concerns.

The Board discussed the need for a designated back up for when Sonny is out of town in case there is a big storm and road damage. It would be helpful to have someone who drives around and assesses damage (officially).

- Roads/Drainage Improvement and Planning (John Murray)

Last month, the Board authorized \$9508 to be spent for road and drainage improvements to Pine Lane, Rolling and Rollins Rd, and Mowbray Lane. This work was performed, as well as the initial studies done by Eric Sturm to determine the need for engineering studies on the topography of our roads.

John Murray distributed copies of a proposal for a topographic survey of Chesapeake Isle. The topographic survey will show the layout of Chesapeake Isle including 1-foot contours. This will be used by Eric Sturm, RLA, in his work in Phase 2 to determine where roadways and swales would need to be changed and/or altered to affect drainage in a positive way. The Board needs to review the proposal for the topographic survey and be prepared to discuss it at the May Board meeting. Eric Sturm's Phase 1 report will be mailed to the Board prior to the May Board meeting as well.

We will also be visiting the possibility of applying for grant money, which is enhanced by the use of GTBMP (Green Technology, Best Management Practices). GTBMP utilizes environmentally sound practices that have the goal of minimal environmental impact and the most positive use of storm water management. The plan is to keep projects in small increments; this will help us to accomplish projects faster (more, smaller projects) and may reduce the need and cost for permits, where possible.

One of the most problematic road areas in the community is the entrance to Harbor Road.

There are two sources of the excess water. One is due to the lack of swales on the properties on Rolling Ave from Arden (Moskowitz and Johns). The other is the drain pipe that runs under the road at the intersection of Rolling and Racine, which is broken. The pipe has separated so the water must build up to overcome the break. This creates a back-up, which, during the heaviest rains, causes the water to go over the road. There is not available funding at this time to repair the entire problem; however, it may be possible to put swales in soon at the Moskowitz and Johns properties, which will help lessen the severity of the problem.

John Murray has requested and received preliminary estimates from S&M for future road projects. He will use these estimates in preparation of the budget request for next year as well as making recommendations for projects that may be accomplished this year.

It was noted that we still need to keep some roads money in the account for routine maintenance issues that may arise.

- Town Watch

There is currently no Town Watch.

- Tractor (Mike Burroughs)

We will need a new chairperson, as Mike and Iva Burroughs will be moving from Chesapeake Isle.

- Web page/e-mail (Gordon Hawley/John Reber)

No issues to report.

Community Members Issues *(Community members present at the meeting who have questions or issues to bring before the Board were given the opportunity to speak.)*

- There were no issues presented.

Old Business

- There was no old business to discuss.

New Business

- The Spring Community Yard sale is scheduled for May 19. Property owners can have a sale at their home or can use a table at the pavilion. Kathi Lichtenstein will man the tables for those who can't be there. It is also the day for the Cecil County County-wide Yard Sale. Contact Kathi for more information.
- John Murch investigated the possibility of setting up a security system at the pavilion, in light of the recent damage and vandalism. An option discussed was a 2 camera-dvr system, for about \$350 to \$400. The camera would film in daylight or use infrared at night. The infrared only has about a 90 foot range, which would not be adequate to monitor the playground and volleyball area from the pavilion.
- The accuracy of such a system was also questioned. Would we be able to reliably identify someone through this system, or just see that a person or persons were there? There are better systems, with longer range cameras, but they are much more expensive. A proposal with detailed information was requested. John Murch will provide at the May Board meeting.

Meeting Adjourned: A motion was made to adjourn the meeting; all in favor. The meeting was adjourned at 8:45.m. The next monthly Board meeting is scheduled for Wednesday, May 16, 2012, at 7:00 p.m. at the pavilion.

Respectfully submitted,

Andrea Gilde for Diana Hawley, CICA Secretary