

**CICA Board of Directors' Meeting**  
**October 15, 2013**  
**7:00 p.m.**

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**Board members present:** Mike Beiter, Jim Carter, Phyllis Doyle, Ray Farnesi, Joan Ferrick, Sonny Hayes, John Murray, John Reber, Chris Shelton, Justin Thomas

**Board members absent:** Troy Gunden, John Murch

**Community members / guests present:** Ed Campbell, Frank Conway, Bill & Karen Dryden, Allen Embon, Andrea Gilde, Charlie Nier, Don Smith

**President's report (Chris Shelton)**

The Community is settling in for the winter. As I walk through the neighborhood please do not hesitate to stop me to bring any issues to my attention.

**Secretary's Report (Jim Carter)**

Jim e-mailed the draft minutes to the Board on September 24, with a response deadline of three days. Final minutes were e-mailed to the Board on September 27, and were approved (10 yeas and 2 non-votes that counted as yeas) with minor requested changes incorporated.

The final minutes were posted on the web site on September 28, and on the beach and harbor bulletin boards on October 6. The delay in bulletin board postings was caused by Karen's name being erroneously deleted from the distribution list.

**Treasurer's Report (Justin Thomas / Andrea Gilde)**

Justin presented and reviewed the September CICA Monthly Treasurer's Report providing an overview of the income and expenses.

Income:

- \$15.33 from the ice cream and bingo event
- \$20.00 from tee-shirt sales

Expenses:

- \$45.00 for the summer social
- \$39.20 for electricity
- \$50.00 for removal of a tree on Racine
- \$47.53 for printing and mailing for the Annual Meeting
- \$60.03 for wages (grass cutting)

Justin presented and reviewed the September Community Maintenance Monthly Treasurer's Report.

Income:

- \$546.20 from past due Maintenance fees

Expenses:

- \$ 29.30 for electricity
- \$ 240.00 for contract grass cutting of common property

- \$ 45.53 for printing and mailing
- \$ 6,426.00 for roads (Mason Lane, Harbor/Rolling/Racine, Bennett/Rolling (engineering), Rolling/Bennett)
- \$ 123.14 for grass cutting wages – cut using Community equipment

A motion was made and seconded to approve the Treasurer's reports. All in favor.

### **Committee Reports**

- **Architectural Review (Bill Dryden)**

The Easton based contractor building the new home on the 15 acre, Niemczewski property at 49 Basin Drive, contacted us and requested permission to place a camping trailer on the property during construction in order to save commuting time. The contractor has already changed the work schedule to four, 10 hour work days to reduce the commute.

The trailer could be placed to be very inconspicuous, probably invisible to all neighboring properties. Justin Thomas, the closest neighbor and most likely to be impacted, had no objections.

The Board voted unanimously to permit the trailer to be placed on the property for a period of six months during construction.

Bill will contact the contractor and let him know the trailer should be placed so as to not interfere with neighboring properties, or their view, and has been approved for a period of six months. This approval / waiver should be written.

- **Beach (Jim Carter)**

The Fall Beach Clean-Up Day was re-scheduled to Saturday, October 19, starting at 8:30 a.m. due to a threatening weather forecast and already soggy ground for our original date.

Many thanks go out to Gary and Luke Gilde who have already removed and stored the swim platforms and floats!

I am still in the process of compiling a list of jobs which we need to complete, please submit any maintenance projects which you may have!

- **Bulletin Boards (Karen Dryden)**

Other than the posting of the September Board Meeting minutes on October 6, nothing to report.

- **CICA Clothing**

We still have Anchors Aweigh 5K T-shirts available at the "clearance" price of \$5. – a great buy! Contact Andrea Gilde for your shirt!

- **Community Events (Pat Day / Sue Seeley)**

The October 5, Chili Cook-Off and Hoedown was a huge success! The 10 contestants vied for the votes of 105 attendees in 85° heat.

When the votes were tallied Justin Thomas won the coveted title of “Chili King 2013”, Frank Keenan, last year’s King, finished second, and John Redding finished third.

Our thanks go out to Len Ardieta, Jim Carter, Bob Doyle, Gary Gilde, Frank Keenan, John Reber, John Redding, Don Schooley, Justin Thomas, and Ed Turner for their chili entries, Diana Hawley for setting up the sound system and providing music, all of the residents who provided food for the covered dish dinner, the ever vigilant Community Events Committee for organizing the pot luck supper, and Polly Pyle-Carter for chairing this multi-generational event.

If you left this event hungry or thirsty – it was your own fault!

Our next scheduled event is the Community Clean-Up Day and Pizza Lunch scheduled for Saturday, October 19, beginning at 8:30 a.m.

- Fourth of July

Nothing new to report.

Bill and Pat Day have retired from chairing this annual event, there may be two other volunteers willing to take over – watch for updates!

- General Maintenance / Erosion (Sonny Hayes)

No major activity. If anyone is aware of any items needing attention, please let me know.

- Grass Mowing (Karen Dryden)

**OPEN LOTS:**

(39) CICA Seasonal Contracts sent out April 1, 2013

(Balance of lots are being maintained by owners or are not cuttable).

(30) Contracts and payments received for CICA Seasonal Mowing to date.

(4) Not interested

(5) No response

(3) CICA cuts and bills:

(1) In the process of Bankruptcy (Hill) which we are cutting.

(1) Lien has been placed on the property (Miller)

(1) Unpaid Maintenance Fee (T. Smith)

**LOTS WITH HOMES:**

(Grass exceeds six inches which is documented in our Restrictive Covenant #3 of our Deeds)

(3) Cut – (Hill, Jewell & Short) -Banks own properties – (Bank names unknown at present)

(1) Cut by neighbor – (Wm. Shaw) - Property going to settlement in October

- Harbor (Jay Gilfillan)

No report.

- History (Pat Day)

Nothing to report.

- Legal (Bill Dryden)  
Nothing to report.
- Library (Joan Ferrick)  
All going as scheduled. Nothing new to report.

- Membership (Karen Dryden)

**2009 – 2011 MEMBERSHIPS:**

- (6) - Lot owners have not responded or paid two years or more prior to 2012  
(Hill [2]), Jewell, Lam, Miller, Shaw)
  - (2) Liens placed against owner (Jewell & Lam)
  - (2) In foreclosure (Hill [2])
  - (1) Foreclosures took place – property being sold (Originally Wm. Shaw)
  - (1) Court date was 9-12-13 (Miller) Judgment in our favor - waiting the official affidavit.

**2012 MEMBERSHIPS:**

- (313) – Lot owners have paid their Maintenance Fees for 2012 to date (96.90%)
- (242) – Of those paid have joined the Association (75%)
- (10) – Lot owners have not responded or paid 2012 Fee.
  - (1) Lien placed against (Lam)
  - (1) Lien in process (Miller)
  - (3) Foreclosures took place – payment not received to date (Originally Jewell, Shaw & Short properties.)
  - (2) In foreclosure (Hill, [2 lots])
  - (4) Turned over to R.V. Jones, Esq. for legal action (Coco [2], Foley/Jones & Russell).
    - Russell paid in full, \$864. for 2012 & 2013 on 10/15/13.

**2013 MEMBERSHIPS:**

- (296) – Lot owners have paid their Maintenance Fees for 2013 to date  
(27 unpaid)
- Plus (4) Mason Lane owners
- (220) – Of those paid have joined the Association.
  - To date 91.64% of the lot owners have paid their Maintenance Fee
  - To date 68% of those have joined the Association
  - As of April 1, 2013 6% interest started occurring.

**2014 MEMBERSHIP INVOICES WILL BE MAILED TO PROPERTY OWNERS IN NOVEMBER.**

- Newsletter  
Andrea will be publishing the Fall Newsletter after the Fall Clean-Up Day (10/19/13).
- Nominating (Diana Hawley)  
Nothing to report.
- Pavilion Rentals (Sonny Hayes)  
Pavilion – The pavilion is currently committed on the below dates for 2013:

10/18 10/19 10/26 12/14

- Road Maintenance (Sonny Hayes)

Repaired the Harbor Road several times following heavy rains. Don't plan on working there anymore until S&M finishes their work at the top of Harbor Rd.

Filled potholes in the entire community on 9/29/13; a big thank you goes out to Fred Berkeihiser, Regan Michaud, Harry Seeley and Dick Ullman for their help with this! A copy of the maintenance log is attached. I can be reached at 410-287-7588 if there are any problems or concerns.

Now that the weather is cooling off, Sonny plans to get a few crews together for some road work – call Sonny to volunteer!

The diesel fuel tank has been filled in preparation for the winter snow plowing season.

- Roads / Drainage Improvement and Planning (John Murray)

**Mason Lane**

30% Conceptual Design Completed. We are currently value engineering alternative wall types, drainage and SWM (Storm Water Management) requirements, alignment options, road width options etc. ...all to minimize cost while creating a safe road.

Waiting for scheduled meeting with MDE (Maryland Department of Environment) anticipated within 30 days, before completing the next phase of work.

Next phase of work will be to complete road alignment engineering, offsets, drainage / SWM 80% grading, further geotechnical investigation at steep embankment area.

Question: Have the Wetland and Forest Delineation surveys been completed?

- John responded that it is not financially prudent to do them until after the scheduled meeting with the MDE.

**Harbor Rolling Racine**

Construction to begin this week. Equipment will be delivered on Wednesday, 10/16/13, Erosion / Sedimentation Controls will be installed on Thursday, Excavation will begin on Friday. All schedules are weather sensitive.

**Bennett and Rolling Intersection**

Construction staking is complete and all utilities have been marked.

**Cliffview and Gull Circle**

Construction Documents are completed and we are ready for construction staking and property line determination. I am requesting that the Board approve the \$3200 PELSA estimate for this work. A preliminary of this intersection was previously submitted by e-mail.

A motion was made and seconded; all in favor to approve this work by PELSA.

- Town Watch

- Tractor (vacant)

The position of Tractor Committee chairman is vacant. In the event we cannot find a new chairman, we will need to contract for professional maintenance for the tractor and mower.

In the interim, several Board members have volunteered to perform normal preventative maintenance tasks, checks and minor repairs.

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

We are now using web hosting provided by the Chili Pepper web hosting server at a cost of \$120. per year.

I continue to make updates to the web site, as necessary. I also added a link to an article regarding storm water management (as will be referenced in the Fall newsletter) on the main page under "Latest News."

Please report any additional web site revisions to Diana Hawley.  
[chesapeakeisle.secretary@gmail.com](mailto:chesapeakeisle.secretary@gmail.com)

**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.*)

None were presented.

### **Old Business**

#### **Mason Lane:**

As arranged at the September meeting, Don Smith and Frank Conway attended this meeting to discuss the status of the Mason Lane project with the Board:

Don and Frank both thanked John Murray for his time, effort and expertise which has been extended on this project. They were very appreciative of John's diligence at keeping them in-the- loop as the project proceeds.

They do have some concerns, pointing out that the court order was issued one year ago and there is still no tangible remediation underway. They noted that in November 2012, the president stated that "Mason Lane takes priority..." and further that Mason Lane is the only road project which is driven by a Court order. However, they acknowledge the unique circumstances of the project area – wetlands, Bay Critical Zone, and the like, and the resulting seemingly endless regulations and requirements of the various State and County agencies with which we must comply, and understand that the wheels of government grind slowly.

They feel that we "are marching in the right direction" to bring Mason Lane up to "the same standard as the other roads in the community." Chris Shelton reiterated the BOD philosophy of maintaining a balance between Mason Lane and the rest of the road projects and that the BOD has a good understanding as to the end goal for Mason Lane. John Murray stated that all of our road projects are progressing in unison / concurrently; just because there is no readily observable progress a project, does not indicate that there is no work in progress – engineering, permitting, awaiting approvals from government authorities, etc.

Don pointed out that at this point in the process, we really do not have a good idea as to the final cost for Mason Lane and questioned our intent to resolve funding issues. Although not stated directly, their concern seems to be that once the project is finally approved by all of the governmental agencies involved, we will not have sufficient funds to complete the project. John Murray stated that funding is a consideration in *all* of our road projects and Eric is employing the “value engineering” methodology as mentioned in his “Roads / Drainage Improvement Planning” Committee report.

Overall, Frank and Don’s comfort level is good with the mindset of the current officers and Board of Directors in reference to Mason Lane.

**Brad Fager:**

At the September BOD meeting, Brad requested to be placed on the Agenda for this meeting to discuss unknown topics.

Brad was not present at this meeting.

**Community Signs**

Don Manges has been updating the community sign for some years and wants to retire. This position entails keeping the community sign up to date as to upcoming events, Board meetings, etc.

Anyone interested in taking over this position, please contact Don or any Board member! Community storage space is available for the various sign materials if you do not have space in your home.

**Dead Tree near Bathhouse**

The dead tree near the bathhouse has been determined to be on State Park property via the website provided by Justin at the September meeting. <http://www.mdmerlin.net/mapper.html>

Sonny will contact the Park. If this tree were to fall, it could cause personal injury or damage to the bathhouse. Sonny will explore having the Park remove the tree, or at least, provide written authorization to have it removed by others.

As previously reported, Sonny has obtained a price of ~\$1500. for removal, or less, if the tree surgeon does not have to haul away the wood. Several residents have indicated they would like to have the wood and will cut and haul it themselves.

*Post meeting action:*

*I followed up today (10/21/13) with the Elk Neck State Park Superintendent regarding the dead tree along the property line of CI and the State Park. He came down and checked out the situation and agrees that the tree is most likely on State property. He wants to have the surveyor that works for the State Parks verify this issue and will move forward with the surveyor immediately. The Superintendent agreed that the tree needs to come down and if it is on State property, as we both expect, the State will take responsibility for removing the tree. He will keep me informed and I, in return, will keep all of you informed. My impression is that the State will take the lead and remove the tree. – Sonny Hayes*

**Liability Insurance Coverage:**

At the Annual Meeting several property owners expressed concern that CICA is underinsured for liability.

Bill Dryden contacted Harris Associates in reference to increasing our liability coverage by an additional \$1,000,000.

At the September meeting, a motion was made, seconded and approved unanimously by the Board to increase our Liability Insurance coverage to \$ 2,000,000., \$3,000,000. aggregate. The cost of this additional coverage will be \$104. through the end of our policy year. This cost will be split 50/50 between the CICA and Community Maintenance budgets.

Bill reports that we now have the policy in-hand and the coverage is in effect, however, we have not yet received an invoice from Harris Associates for this additional coverage.

**New Business**

No New Business was presented.

**Meeting adjourned:** A motion was made to adjourn the meeting; all in favor. The meeting was adjourned at 8:11 p.m.

The next monthly Board meeting is scheduled for Tuesday, November 19, 2013, at 7:00 p.m. at the pavilion.

Respectfully submitted,

Jim Carter, CICA Secretary