

**CICA Board of Directors' Meeting**  
**September 15, 2015**  
**7:00 p.m.**

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**Board members present:** Mike Beiter, Jim Carter, Ray Farnesi, Tom Grieco, Sonny Hayes, John Murray, Cindy Mistysyn, John Reber, Chris Shelton, Justin Thomas, William Wood

**Board members absent:** David Haines

**Community members / guests present:** Bob Biedermann, Brian Clare, Frank Conway, Karen & Bill Dryden, Joan & Jack Ferrick, Andrea Gilde, Ruth & Carl Killian, Don Manges, Don Schooley, Perry Stumpo

**Pledge of Allegiance**

The Pledge was led by Chris Shelton.

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

The Community is settling in after the Annual Meeting and the paving vote. The Paving Committee is hard at work finalizing contracts, arranging financing, etc. – Thanks for all the hard work going on behind the scenes.

The bamboo at the corner of Caldwell and Turkey Point Road was causing a visibility problem for drivers. Chris cut some of the bamboo to improve visibility. He used the stalks for a project at his home and dumped the leaves behind the garage on Community property. Community yard waste on Community property is acceptable. Private dumping on Community property is not acceptable.

*Discussion:*

- Joan commented that the trees to the left of Caldwell at Turkey Point Road are also in need of trimming.
- Sonny commented that the bush at the top of the Harbor Road is also in need of trimming for driver visibility purposes.

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

Jim e-mailed the draft minutes to the Board on August 20, with a response deadline of August 23. Final minutes were e-mailed to the Board on August 23, and were approved (10 yeas, and 1 non-vote which counted as a yea, and 1 abstention due to absence) with minor requested changes incorporated.

The final minutes were posted on the Beach and Harbor bulletin boards on August 25, 2015, and on the website on September 14, 2015.

A motion was made and seconded to approve the Secretary's report for August. All in favor.

**Treasurer's Report (Presented by Andrea Gilde for John Reber)**

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

Income: \$ 7.50 – Donation  
15.00 – Membership  
400.00 – Pavilion rentals

Expenses:

\$ 800.00 – Tractor replacement fund  
367.21 – Community events – Ladies Brunch, Man & Woman of the Year  
56.76 – Electricity  
146.81 – Pavilion - bath house cleaning  
148.85 – Printing & Mailing – laminator, July Newsletter  
500.00 – Charitable donation – N.E. Fire Company  
195.55 – Kubota mower payment – 14 payments remain

Andrea presented and reviewed the August Community Maintenance Monthly Treasurer's Report.

Expenses:

\$ 3200.00 – Tractor replacement fund  
31.41 – Electricity  
589.99 – General Maintenance / Erosion  
– tree trimming, contract mowing, mosquito spraying  
66.01 – Printing / Mailing – Road voting, certified mail  
3.75 – Book Keeping / Accounting – bank fee for excess checks written

Notes:

- Charitable donation to the North East Fire Company: this donation was approved and budgeted for in the 2014-2015 FY, donation recorded / submitted in August 2015.
- 2014 -2015 Tractor Replacement Fund – transfer of funds for 2014 -2015 FY were completed in August 2015.

A motion was made, seconded and passed unanimously to accept the Treasurer's reports for August.

*Discussion:*

Background: Cecil Bank is reportedly facing insolvency; a vote was taken via e-mail this past month and the Board voted to move our accounts out of Cecil Bank to a different institution.

**Kubota mower :**

We have 14 payments remaining, we are 3 3/4 years into the 5 year financing agreement. We had allocated 12 months worth of payments for the current FY, which would leave 3 payments for the next FY (the July payment for this FY had already been paid). The proposal was to pay out the rest of the FY immediately, and add the additional 3 payments (195.55 x 3 = \$586.65) for the next FY into this FY, to pay off the balance of the mower immediately. This would avoid having to set up an automated payment for the new bank accounts, and avoid having the small mower balance carry over into the new FY.

A motion was made, seconded and passed unanimously to pay off the Kubota during this fiscal year.

**CICA Bank Change:**

We will be moving our funds out of Cecil Bank and into a different bank. APGFCU and Columbia Bank are both possibilities being explored.

**Road Paving Fund:**

\$ 4400. was collected in August before any invoices were sent out. Since the invoices went out we have collected \$110,000. (50 payments in full), payments are not due until October 1, so we are doing well. A separate bank account has been established for the sole purpose of storing the monies for this project.

A financing option will be in place soon.

**Questions:** What happens if people do not pay?

Answer: Same procedure as not paying the annual Maintenance Fee; legal action will be taken and a lien placed against the property. The owner will owe the original amount + legal fees + interest at 10% (Court sets the rate) until the debt is paid.

**Implied question:** Will the Association come back to those of us who have paid and ask for more money to make up for those who have not or will not pay?

Answer: No, this project is capped at a maximum assessment of \$2200. per lot.

**Committee Reports**

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)  
Nothing to report.

- Architectural Review (Bill Dryden)  
Since the last meeting the following has been approved:

David & Heidi Stadel

Lot: Q-09 – 5357 Turkey Point Road

They are:

1. Residing the entire house
2. Replacing the sliding doors
3. Replacing the rear deck (same foot print)
4. Replacing the retaining wall around the rear patio. The present wall has deteriorated and is being replaced with concrete.

They have the necessary county permit.

- Beach (Jim Carter)  
October 17 is Fall Clean-Up Day starting at 8:30 at the pavilion. Aside from a general clean up of the areas I have just one project which involves a small amount of concrete.

If you are aware of any other items which need attention, please let me know and I will get them onto our list!

The Pavilion door locks were changed on 9/15/15. New keys have been issued.

Gary and Luke Gilde will begin removing the swim area boundary floats and platforms soon.

**PARKING:** All vehicles using the Beach or Harbor parking areas must display a CICA sticker, or a Guest Pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

Contact Jim at: [jtcarterphoto@comcast.net](mailto:jtcarterphoto@comcast.net)

- Bulletin Boards (Karen Dryden)

The August Board Meeting minutes were posted; no other activity for the month.

**Reminder:** Classified and for sale ads will remain posted for three months and then be removed.

- Community Events (Jim Carter for Polly Pyle-Carter)

Current sign ups for the Pig Roast and Bake Off on September 26 are low. At the moment, monies collected will not cover the costs of the pig / roaster. It was decided the Pig Roast should go ahead as planned and any shortfall will be made up by the Community.

In light of the fact that many Chesapeake Islers (is that a word?) tend to make decisions at the very last minute, it was suggested that we incentivize the payment process - \$ 10. in advance, \$ 12. on the day of the event (children under 10 are free); there was a motion made, seconded and passed unanimously to use this rate schedule.

Andrea sent a Hot Topic during this meeting publicizing the Pig Roast and the rate schedule.

*Post-Meeting Developments:*

Response to the Hot Topic was very good, and the Pig Roast appears to be fully self supporting with about 60 people now signed up.

- Fourth of July (Diana Hawley & Andrea Gilde)

Nothing new to report.

- General Maintenance / Erosion (Sonny Hayes)

No general maintenance required this month.

I can be contacted at 410-287-7588 or hayes5626@aol. com.

- Grass Mowing (Karen Dryden)

No changes since the August report.

\* This is year 2 of 3 for the seasonal mowing rate of \$172.50

*Discussion:*

The Ostasewski property is being cut by a bank contracted service. They are cutting only the area inside of the fence and not the area outside of the fence thus creating an eyesore. We will attempt to find out which bank to correct this problem.

The Lam property on Gull Circle, behind Tom Grieco's home which is not being cut. Tom will attempt to contact the owners. Our other recourse is to contact the Board of Health.

- Harbor (Marc Beckert)

No major issues this past month to report. Per Bill no incidents or issues to report. A few details to mention:

Moorings will start to be picked up officially after October 1st. Please communicate to the community that if you have a mooring in the water that will no longer be used this season, please let me know so I can schedule early pulls by some of the community volunteers.

October 17th is fall cleanup for the harbor & beach. Trimming and harbor clean up help will be appreciated. Further communication to follow for this cleanup.

Final mooring pull will be on Saturday November 7th 2015, again help for this pull will be appreciated.

My contact information:

Marc Beckert

[marcbeckert@outlook.com](mailto:marcbeckert@outlook.com)

443-693-3462

**PARKING REMINDER:** All vehicles, **including boat trailers**, using the Harbor parking area must display a CICA sticker, or a Guest Pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

Discussion:

- Sonny asked about the pile of rocks which is still at the Harbor – he could use some of those for some road repairs if they are leftovers.
  - John Murray will check with S&M as to their status.
- Bill Dryden commented that the trailer is currently loaded with millings and will be needed for the Mooring Pull.
  - Sonny will get the trailer unloaded

- History (Pat Day)

Nothing to report at this time.

- Legal (Bill Dryden)

Since the last Board Meeting, the following were sent to our attorney to begin the legal collection action for past due Maintenance Fees:

1. Mr. & Mrs. Timothy Smith  
Lot: U-02 – Basin Road  
Amount Due: \$897.83

2. Mrs. Loretta Foley c/o Mrs. Patricia Jones

Lot: N-12 – 119 Rolling Avenue

Amount Due: \$837.82

- We already have a lien on this property in the amount of \$1,483.46 for prior past due Maintenance Fees.

We should have a hearing date before the end of the year.

- Library (Joan Ferrick)

The books come in and the books go out!

Our thanks go out to Susan Lalonde who recently donated a large collection of books which belonged to Ned Schoonover to our library.

Please contact Joan Ferrick (410-287-9595) to access the library during off hours.

- Membership (Karen Dryden)

**2009 – 2011 MEMBERSHIPS:**

(2) - Lot owners have not responded or paid two years or more prior to 2012  
[Hill, (2) Lots] – in foreclosure

**2012 MEMBERSHIPS:**

(319) – Lot owners have paid their Maintenance Fees for 2012 to date (98.76%)

(242) – Of those paid have joined the Association

(3) – Lot owners have not responded or paid 2012 Fee.

(1) Lien placed against (Foley/Jones)

(2) In foreclosure - Hill (2) lots

**2013 MEMBERSHIPS:**

(318) – Lot owners have paid their Maintenance Fees for 2013 to date (98.45%)

Plus (4) Mason Lane owners

(220) – Of those paid have joined the Association.

(3) – Hill and Ostasewski – in foreclosure

**2014 MEMBERSHIPS:**

(316) – Lot owners have paid their Maintenance Fees in full for 2014 to date – (97.83%)

Plus (5) Mason Lane Owners (“Exempted” properties)

(211) – Of those paid have joined the Association (65.32%)

(3) – Hill and Ostasewski – in foreclosure

**2015 MEMBERSHIPS:**

(303) - Lot owners have paid their Maintenance Fees in full for 2015 to date (93.80%)

Plus (5) Mason Lane owners

Plus (7) Partial payments – all have paid their MF, the unpaid interest owed will be added to next year’s invoice.

(181) - Of those paid have joined the Association (55.60%)

(3) – Hill and Ostasewski – in foreclosure

- **2015 Invoices were sent out November 15, 2014**
- **Payments were due on February 15, 2015**
- **(76) Second Invoices mailed March 13, 2015**
- **2015 Unpaid Maintenance Fees began accruing 6% interest beginning April 1, 2015**
- **(34) Third invoices will be sent out May 30, 2015.**
- **(7) Final Letters (representing 10 lots) were sent out July 15, 2015 from the Legal Committee**
- **(2) lot owners were turned over to our Attorney for collection**
- **2015 Bath House & Shuffle Board keys are available**

- Newsletter (Andrea Gilde)

The next issue of the Newsletter will be coming out in October. This issue will include a list of property owners who have paid their paving assessment.

Please submit any copy for this issue by the first week of October to Andrea via e-mail [andregilde@gmail.com](mailto:andregilde@gmail.com)

- Nominating (Sonny Hayes)

Nothing to report.

- Pavilion Rentals (Sonny Hayes)

The pavilion is currently committed for **Community** and private events on the dates below for 2015:

**9/26 10/2 10/4 10/17 10/31 12/19**

4 Community events and 2 private events:

Sep 26 (Social), Oct 2 (Resv.), Oct. 4 (Resv), Oct 17 (Fall Cleanup), Oct 31 (Halloween), Dec 19 (Christmas Caroling).

I can be reached at 410-287-7588.

- Road Maintenance and Drainage (Sonny Hayes)

No Road maintenance or drainage work completed during the last month.

I can be reached at 410-287-7588 if there are any problems or concerns.

*Comment:*

There is some settling occurring over the new drain pipe at Gull Circle; John is aware of this and will bring it to S&M's attention for repair.

- Roads / Drainage Improvement and Planning (John Murray)

**Cliffview Drive and Gull Circle**

All work has been completed with the exception of some minor adjustment to the grading and alignment which will be addressed this week.

- The new grate for the corner at the Bates property has been fabricated and will be installed soon.

### **Mason Lane**

Work has begun. Piping will be delivered today or tomorrow and excavation will begin on the upper side of the hill. We will try to keep the road open as much as possible during construction however residents are advised to use caution when driving on Mason Lane. Two to three weeks is the projected construction time.

### **Community Wide Paving Project**

Eric Sturm has prepared the final Contract Document which was delivered to the contractor. A meeting with the contractor, Ray Farnesi, and myself is scheduled for later this week to finalize the terms of the contract and timeframe for construction.

#### *Discussion:*

The Committee met and noted that the price of asphalt is dropping. Executive session will follow this meeting to discuss contract negotiation strategies for the upcoming meeting.

### **Pipes Across the Road**

Our pipe analysis team has concluded that for the most part, our outdoor plumbing is in good shape and like indoor plumbing, if it isn't broken don't fix it. Of course there are a few exceptions:

Two pipes need to be replaced on Rolling, one near the Baer property and one near the Fager property. One can be HDPE (plastic) the other should be RCP (concrete). A preliminary estimate of cost is \$6,000

#### *Discussion:*

William Wood will meet with John Murray concerning a possible piping issue near his property.

#### *Post Meeting Action:*

I met with Bill Wood on site regarding his property and there is no conflict with the pending paving project and all his concerns were addressed.

### **Caldwell**

Eric Sturm has prepared a preliminary analysis of the grading on Caldwell. As expected this will be a designed and engineered solution, with or without permitting if required, similar to the work done at Cliffview and Gull. A cost analysis has not been prepared at this time.

#### *Discussion:*

John presented 3 options for solving this problem:

- 1) Create swales with a 2% grade and some piping under driveways to drain the water to Turkey Point Road. We Might be able to do this and stay under the 5000 sq.ft threshold for permitting. Simplest solution.
- 2) Create ESD trenches and pipe the water across private property and down the hill. This is more expensive and requires drainage easements from property owners.

All other projects which we have done in the Community have involved getting the water to existing piping and draining over Community property.



3) Collect the water via catch basins and pipe it to Turkey Point Road. This is the most expensive option, but requires the least amount of grade / fall to accomplish.

John is getting a proposal from Eric on site design.

Moving in the right direction.

- **Shoreline Erosion (Don Manges)**  
Nothing to report.
- **Tractor (Tom Grieco)**  
Nothing to report. I did not have time to install the tractor rear window but will do that soon.
- **Web page / E-mail /Technology (Diana Hawley )**  
Routine updates continue to be made to web site.  
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.)*

Frank Conway noticed that there is “leakage” going under the silt control fence on Mason Lane – it appears that a part of the fence has fallen. Run-off is going into the wetlands.

- John Murray will alert the contractors.

### **Old Business**

Chris mentioned a few community member concerns which had been brought to his attention:

- 1) We should review / check our road signage – every Community road should be marked as “Private” and have a posted speed limit sign. Chris and the Board are hesitant to add any new signage before the paving project begins – new signs would need to be moved and would be subject to damage during the project.
- 2) A resident requested reflectors be placed at the intersection of Rollins and Turkey point Road to make the road entrance more visible at night.  
- Reflectors were installed today by Sonny.

### **Hinkle Property:**

The construction materials continue to be an ongoing issue on this property. The materials have been on the property for several years and there is no progress on the structure.

- Tom Grieco will try to meet with Mr. Hinkle to discuss this situation

### **Pavilion WIFI**

The WIFI is now operational at the Pavilion! Network name is “CICA PAVILION FREE WIFI”, The password is “goodlife” – all lower case for the password.

- A surge suppressor is on order for the pavilion WIFI equipment.

### **Dead Tree on Mason Lane**

Don Smith recently had some tree work done on his property on Mason Lane. The arborist noted a dead tree near Mason Lane which Don believes is in the right of way for the road. Don fears that this tree may fall and damage any repairs / paving on the road.

- John Murray will investigate the tree's location.
- Justin has looked this up on the MDE website and thinks the tree is on the Smith property.

### **New Business**

- CERT training will be scheduled by Chris in the early fall.
- Chris noted that Turkey Point Road had been picked up and mowed! The condition of the road was brought up at the Annual Meeting. Sonny talked with the highway department and residents called – it worked!

### **Announcement of next Board Meeting:**

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, October 20, 2015, at 7:00 p.m. at the Pavilion.

**Meeting adjourned:** A motion was made and seconded to adjourn the meeting; all in favor. The meeting was adjourned at 9:01 pm.

Executive session immediately followed – the topic of discussion was final contract negotiation strategies for the community paving project.

Respectfully submitted,  
Jim Carter, CICA Secretary