

**CICA Board of Directors' Meeting
November 19, 2015
7:14 p.m.**

Board members present: Mike Beiter, Jim Carter, Tom Grieco, Sonny Hayes, Chris Shelton, Justin Thomas, **Andrea Gilde*** - see "SPECIAL VOTE" below.

Board members absent: Ray Farnesi, David Haines, John Murray, Cindy Mistysyn, John Reber, William Wood

Community members / guests present: Bob Biedermann, Frank Conway, Bill Dryden, Joan & Jack Ferrick, Don Manges, Perry Stumpo

Pledge of Allegiance

The Pledge was led by Jim Carter

President's report (Chris Shelton)

See the most recent issue of the Newsletter for the President's report!

Secretary's Report (Jim Carter)

Jim e-mailed the draft minutes to the Board on November 6, with a response deadline of November 9. Final minutes were e-mailed to the Board on November 10, and were unanimously approved with minor requested changes incorporated.

The final minutes were posted on the website on November 10, and on the Beach and Harbor bulletin boards on November 11, 2015.

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

*** SPECIAL VOTE:**

In order to achieve a quorum (7) for this meeting, Cindy Mistysyn was contacted by telephone and a voice vote was taken to elect Andrea Gilde to serve as temporary Treasurer. A motion was made, seconded and passed unanimously by the six Board members present plus Cindy.

Treasurer's Report (Andrea Gilde and Chris Shelton for John Reber)

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

Income: \$ 15.00 – Boat storage
1184.50 – Community Events (Pig Roast) - Pig Roast profit was \$247.88

Expenses:

\$ 463.48 - Community events - Pig Roast & Ice Cream Socials
45.47 – Electricity
135.00 – General Maintenance – contracted grass mowing
99.32 - Internet
168.92 – Maintenance – Tractor – 80/20 split with CM
62.81 – Pavilion - new locks and keys
8.02 – Unemployment tax
- Kubota mower paid in full – no payments remain

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

Expenses:

\$ 31.38 – Electricity
130.31 – General Maintenance / Erosion – contract grass mowing
1277.93 – Harbor – floating dock lumber *
641.75 – Maintenance – tractor window – 80/20 split with CICA
95.94 – Printing / Mailing – Paving invoices
10,411.00 – Roads / General Maintenance – S& M paving, Mason Lane, piping
63.06 – grass wages

* Bill Dryden thought that the Harbor charge should be investigated, he believes this might be a “double billing” situation since he paid for much of the floating dock lumber previously and has already been reimbursed.

- Andrea and Bill will investigate.

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

Committee Reports

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)
The date for the 4th Annual 5K has been set for Saturday, April 2, 2016.

The committee, so far, is Chris, Diana, and Andrea.

- Architectural Review (Bill Dryden)
No activity since the last meeting.

- Beach (Jim Carter)
The Beach is closed for the season.

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.

The Pavilion door locks were changed on 9/15/15. New keys have been issued; if you were skipped during the initial distribution of keys, let me know.

Contact Jim at: jtcarterphoto@comcast.net

- Bulletin Boards (Karen Dryden)
The October 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 (Tiffany Murch)

The Halloween Party was a hit. There were over 40 children who participated in the party. The kids enjoyed a bunch of treats, hayride, piñata, crafts, doughnut eating contest and costume contest. Thanks to all who participated and volunteered at the party.

Mooring Pull was a successful event. Some items that were completed were a new cleat had to be installed because someone ripped out the cleat by the dock ladder. Also the electrical panel feeding the light by the ramp was ripped off the pole and fortunately did not come down all the way. Thanks to all of the volunteers who helped with the Mooring Pull.

Upcoming Events:

Sunday, December 6th from 4 to 6 PM is the **Holiday Wine and Cheese Open House**. The event will be hosted by Brian and Susan Clare. Bring your favorite wine and hors d'oeuvre, and kick off the holiday season with your neighbors! (Please attach a note to your dish if it contains shellfish or peanuts.) A non-alcoholic punch will also be served.

Saturday, December 19th is the **Christmas Caroling** Event. Come on down and sing your hearts out. We will serve soups and deserts at the event. Volunteers are needed. IF you are interested, please contact Tiffany Murch.

December 19th is **Christmas card delivery**. Get your cards ready and drop them off at the Day's house(83 Caldwell) no later than Saturday, December 19.

Holiday House Decoration Contest - Get your house looking its best and you will be a part of the Holiday House Decorating Contest! Judging will occur between Dec. 20th and Dec. 22nd. Last year's winners are this year's judges and will contact you with more information. Time to get busy!

- 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)

Nothing new to report; CICA's cutting of empty lots has been completed for the season.

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

- Harbor (Marc Beckert)

The mooring pull had a great turn-out; again special thanks to all those who helped!

We still have two Hobie Cat sail boats that need to be removed ASAP from the Harbor.

The floating dock will remain in the water tentatively until 11/27/15.

My contact information:
Marc Beckert
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.

- History (Pat Day)
Nothing to report at this time.
- Legal (Bill Dryden)
There has been no response from the two owners' on the pending collection action.

The Loretta Foley action will be December 12, 2015 and the action against Mr. & Mrs. Timothy Smith takes place on December 31, 2015

- Library (Joan Ferrick)
Even though the Library is closed for the season; the books come in and the books go out!

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

- 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:

- (309) - Lot owners have paid their Maintenance Fees in full for 2015 to date (95.66%)
 - Plus (5) Mason Lane owners
 - Plus (4) 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 (55.03%)
 - (3) – Hill and Ostasewski – in foreclosure
 - 2015 invoices were sent out November 15, 2014.
 - (76) Second invoices were mailed March 13, 2015.
 - 2015 Unpaid Maintenance Fees began accruing 6% interest beginning April 1, 2015.
 - (34) Third invoices representing 39 lots) were sent out May 30, 2015.
 - (7) Final Letters (representing 10 lots) were sent out July 15, 2015, from the Legal Committee.
 - Lots N-06 & N-12 were turned over to our Attorney for collection.
 - 2016 Invoices were be sent out November 15, 2015.

- Newsletter (Andrea Gilde)

The Fall Newsletter has been published! This issue includes a list of property owners who have paid their paving assessment, Community Maintenance Fee and / or CICA Membership Dues.

Marianne Wood has volunteered to take over the Newsletter! Thanks go out to Marianne! Andrea will be assisting with the transition. Many thanks to Andrea for her work on the Newsletter!

- Nominating (Sonny Hayes)

Nothing to report.

- Pavilion Rentals (Sonny Hayes)

The pavilion is currently committed for one Community event on 12/19 – Christmas Caroling.

Not aware of any reservations for 2016, but would appreciate knowing the Community dates for 2016 as soon as they are available.

I can be reached at 410-287-7588.

- Road Maintenance and Drainage (Sonny Hayes)

Just monitoring the work being done by S&M Paving. Did some work related to mailboxes, but we had relatively few issue. The paving went well and the roads look outstanding.

The only problem area which Sonny spotted today (raining) was on Caldwell Road from the Day property to the Schooley property; this is the area which being addressed by the current engineering project by Eric Sturm.

- See Roads / Drainage Improvement below.

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

- Road Paving Project Treasurer’s Report (Andrea Gilde)

To date we have collected \$ 557,454.80 – 78% of the total

- 87% of property owners have either paid in full, paid partially, or made a financing arrangement.

- We are owed \$ 166,345.20 – represents 41 lot owners and 36 properties (4 multi lot owners)

Chris Shelton suggested that properties which are known to be in foreclosure be broken out from our “non-payment” report.

Project is / was being paid in three installments:

- 1) CICA paid the supplier directly for the asphalt (1/3 contract total equaling \$218,333.33) at the start of work
- 2) S&M paid 1/3 at the midpoint (\$218,333.33)
- 3) S&M to be paid the balance 30 days after completion.

The Board has received an e-mail from one property owner who has essentially told us to sue him for his payment. It should be clearly understood that CICA will continue to pursue payment at which point the delinquent property owner will be liable for 1) the original amount owed, 2) legal fees (typically ~ \$500.), and 3) interest as set by the Court. Non-payment will be pursued similar to non-payment of annual Maintenance Fees – property liens, credit rating issues for the property owners, and any other legal avenues possible in order to receive the required payment from all property owners within the Isle.

October 2015			
Deposits to RP checking	\$493,819.73	Deposits to RP Savings	\$ 98,306.12
Debits to RP checking	\$(476,666.33)	Debit to RP Savings	\$(344,220.00)
October 2015 balance	\$58,906.73	October 2015 balance	\$886.12

We still owe \$ 218,333.

A motion was made, seconded and unanimously approved to accept the Treasurer’s report on the Paving Project.

~ 35 property owners have made a financing arrangement the terms and duration of which vary widely depending upon the wishes of the property owner. The only firm stipulation which CICA has is that the loan’s term not exceed 24 months.

Final financing arrangement obtained was Prime + 1% - CICA will manage this financing as a non-profit venture with credits being issued at the end of the loan to refund any “excess interest” charged.

- Roads / Drainage Improvement and Planning (John Murray)
Cliffview Drive and Gull Circle
Completed.

Mason Lane

Work is continuing. It is estimated that all site construction will be completed this week in readiness for roadway grading, compaction and paving of all the remaining sections of Mason Lane, to be completed on or before Friday, November 27th.

Community Wide Paving Project

“The paving of all roadways is completed.” All shoulders will be backfilled, top soiled and seeded by the end of this week or the beginning of next.

Caldwell

The solution to the drainage problem on Caldwell is much more difficult than originally anticipated. The presence of multiple utility lines in the area where drainage is required complicates the solution. The lines have been marked and flagged, and are currently being surveyed, and an alternative solution is being investigated. We still anticipate being able to implement a solution this year, weather permitting.

- Shoreline Erosion (Don Manges)
Nothing to report.

- Tractor (Tom Grieco)

The tractor starter stopped working, and we needed a service call to replace it on October 26. The battery was also replaced, and a new relay was installed in the starter circuit, a recommended upgrade. Total charges \$698.49. In my absence Brian Clare took charge of this job.

The new rear window has been installed - in time for plowing season!

Discussion:

- There are several plow options available for our tractor; a front mounted blade which mounts on the bucket, and a wearable edge for the existing rear blade.
 - The wearable edge is our priority choice and will be investigated ASAP.
 - Bob Biedermann commented that he grew up on a farm with two tractors which were used to plow snow. One had a rear blade and one had a front blade; the rear blade configuration performed better.

- 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

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.)

General discussion:

- Sonny commented that he might take what remains of our millings and spread them in the Beach parking area.
 - Consensus was that this was a good idea.

- Perry Stumpo:
 - Are we considering paving the Beach and / or Harbor parking areas?
 - Perhaps in the future, however, Don Manges seemed to remember that the leech field for the Bath House septic tank is under the parking lot in which case we would not be permitted to pave the area.
 - Don knows the appropriate person to contact at the County.

- It was discovered that the section of Rte. 272 and the Light House Parking area are both controlled by the State Park rather than the Highway Department.
 - The Park is aware of the poor condition of these areas; there is a 2 year approval for funding at this time.

- Bob Biedermann commented that the apron is missing from his driveway.
 - Sonny has noted several areas which need “touch up” and will pass them along to S&M.

- Frank Conway asked if the compaction testing on Mason Lane is on schedule.
 - Yes, will probably more “in depth” than other roads in the Community due to the special nature of the construction.

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.

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
 - I met briefly with Richard Hinkle on October 18 concerning the construction materials stored on his property. He had other topics that he wanted to discuss, so we will meet again later.
 - Mr. Hinkle feels he is being singled out somehow for not conforming to the Association rules; this is true, due to complaints from the neighbors.

CERT Training :

To be scheduled by Chris in the early fall.

- Chris has a company lined up to do the training.
 - We will put out a feeler to try to gauge attendance – may be too large to be hosted at the Pavilion.

- Chris will investigate using the Training Room at the N.E. Fire Co.
- **Chris has an AED** (Automated External Defibrillator [the heart paddles!]) in possession which he purchased by his personal company Blue Cheetah, LLC.
- **Chris is trained to use it; if you are trained please let us know.**

New Business

- **Mail boxes:** If you need to move your mailbox due to the new paving, please make sure it conforms to the Post Office specifications especially for height. Complete specs are available on the Post Office web site.

- **Speed control:**

Our smooth, newly paved roads are still posted at 15 mph. We will be adding additional signs. Please watch your speed, it is very easy to exceed 15 mph since there are no longer potholes, ruts and dust clouds to remind you!

The residents, both young and old, have taken up more road based activities since the paving has been completed. Bicycles, skate boards, roller blades and sidewalk chalk have suddenly become viable recreational activities!

Our children have ZERO street smarts, so please watch out and slow down!

Sonny commented that the County has provided signage in the past and will check into availability.

- **Pine Tree:** Jim Carter for Tiffany Murch:

I would like to propose the addition of a Pine Tree near the Pavilion. The idea is that we can add to the Caroling Event with a Tree Lighting Ceremony. If it is approved, I will purchase the tree and lights. Plant the tree where deemed appropriate by the board and organize a crew to hang lights in preparation for the Caroling event.

- A motion was made, seconded and passed unanimously to allow this, pending clarification of whether the tree would be donated or CICA would pay for it.

Announcement of next Board Meeting:

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, December 15, 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 8:47 pm.

Respectfully submitted,
Jim Carter, CICA Secretary