

CICA Board of Directors' Meeting
November 15, 2016
7:00 p.m.

Board members present: Mike Beiter, Jim Carter, Joe Greenfield, Tom Grieco, Diana Hawley, John Murray, Chris Shelton, Justin Thomas, William Wood

Board members absent: David Haines, Cindy Mistysyn, Christine Valuckas

Community members / guests present: Beth & Marc Beckert, Sandy & Bob Biedermann, Karen and Bill Dryden, Andrea Gilde, Don Schooley

Pledge of Allegiance

The Pledge was led by Chris Shelton.

President's report (Chris Shelton)

No report was given.

Secretary's Report (Jim Carter)

Jim e-mailed the October draft minutes to the Board on October 29, with a response deadline of October 31. Final minutes were e-mailed to the Board on October 31, and were approved unanimously (12 yeas) with minor changes incorporated.

The final October minutes were posted on the website on November 1, and on the Beach and Harbor bulletin boards on November 3.

A motion was made and seconded to approve the Secretary's report for October and was approved unanimously.

Treasurer's Report (Justin Thomas & Andrea Gilde)

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

Income: \$ 1080.00 – Pig Roast

Expenses:

\$ 48.16 – Community Events – Man & Woman of the Year, Yard Sale
252.65 – Pig Roast
46.69 - Electricity
1562.56 – General Maintenance – mowing
54.99 - Internet
177.99 – Bookkeeping / accounting – bank fees, neat, accounting

A motion was made, seconded and unanimously approved to approve the Treasurer's CICA report for October.

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

Income: \$ 1,640.00

Expenses:

\$ 141.16 – Beach – Men’s room toilet, Clean-Up Day
31.56 - Electricity
876.00 – General Maintenance – mowing and trimming
802.49 – Maintenance – Tractor – snow plow blade deposit
272.00 – Bookkeeping / Accounting

A motion was made, seconded and unanimously approved to approve the Treasurer’s Community Maintenance report for October.

Andrea Gilde presented and reviewed a summary of the **Road Paving Account** funds.

Road Paving **Savings** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
Aug – 16	--	--	--	--	110.97
Sep – 16	--	--	--	--	110.97

Road Paving **Checking** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
Sep – 16	3,100.65	(1,000.00)	--	--	24,628.49
Oct – 16	8,325.73	(2,450.67)	--	--	30,503.55

Road Paving **Line of Credit** Account:

	Payment / Withdrawal	
9/26/16	1,000.00	- Loan Payment
10/19/16	1,000.00	- Loan payment

Loan Balance as of 10/18/2016 = \$ 91,435.68

Total collected as of 11/11/16 = \$ 690,976.56

Paid in full lots = 283 = 88%

Payment agreements = 27 owners representing 36 lots – 4 lots / 4 owners are delinquent

Unpaid or no contact = 10 owners representing 14 lots**

Total – 311 lots have paid or entered a payment agreement

A motion was made, seconded and unanimously approved to approve Andrea’s Road Paving Account report for October.

Andrea also reported that CICA’s tax returns are completed and will be submitted soon. She will e-mail copies to the Board officers.

Committee Reports

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)
The date for this event is April 8, 2017. This will be the 5th annual AA5K, so expect something exciting!

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

- Beach (Jim Carter)
The pavilion and bath house plumbing systems were winterized and the winter bathhouse locks installed on October 30.

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

- Bulletin Boards (Karen Dryden)
Other than posting the October Board Meeting Minutes, nothing new to report since the last meeting.

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

- Community Events (Sue Seeley – Adult Events & Angie Thomas - Children’s Events)
Halloween Party and Trick or Treating: Was a great success – see the Fall Newsletter for the story and photos!

Holiday Wine & Cheese: Sunday, December 4, 4 to 6 pm, hosted by Janice & Mike Beiter, 33 Caldwell Road. Watch for a Hot Topic!

C.E.R.T. Training: Tentatively scheduled for December 10. An all day training event in adult and pediatric CPR, AED use and probably first aid. Location and time to be announced via a Hot Topic. This training is free of charge and will be conducted at a North East Fire Company location.

Christmas Caroling: December 17, 6:00 at the pavilion – watch for a Hot Topic!

- Fourth of July (Diana Hawley & Andrea Gilde)
Nothing new to report.

- General Maintenance / Erosion (Jim Carter & Bill Wood)
Nothing to report.

- Grass Mowing (Karen Dryden)
Nothing to report, except that we are finished cutting grass for the season.

The 2016 mowing season is the last year for our annual rate of \$ 172.50; the contract price will increase for the 2017 mowing season.

- Harbor (Marc Beckert)
The mooring pull went well earlier this month – thanks to all who helped with this project!

As requested, all of the kayaks have been removed from the racks in preparation for repairs to be done next spring. One canoe was left which is assumed to be abandoned.

Estimated material costs for repairs to the kayak rack are about \$ 800. to extend the racks by 24 feet and repair the existing racks.

The Spring mooring pick-up and inspection is scheduled for April 18; mooring set is scheduled for April 22, 2017.

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.

Marc Beckert, marcbeckert@outlook.com , 443-693-3462

- History (Pat Day)
Nothing to report at this time.
- Legal (Bill Dryden)
The collection hearing on Fellure/Killen was held on October 27, 2016.
 - Bill noted that this hearing was conducted by a new judge and further that the computer system in the court room was new and problematic. He speculates that the judge did not want to rule immediately for fear of making a mistake.

The Judge wanted to further review the case and has not yet rendered an opinion. I will advise when she has done so.

I sent out final notices on seven (7) owners who have not paid anything toward their Road Paving obligation on October 5, 2016.

To date, two (2) have paid their obligation in full.

The remaining five (5) homeowners will be sent to our attorney by the end of this week to begin the legal collection process.

- Library (Joan Ferrick / Kathy Reilly-Naumovich)
"The books come in and the books go out!" ®

The Library is closed for the winter season.

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

- Membership (Karen Dryden)

2013 MEMBERSHIPS:

- (319) – Lot owners have paid their Maintenance Fees for 2013 to date (98.76%)
Plus (4) Mason Lane owners
- (220) – Of those paid have joined the Association
- (1) – Ostasewski- foreclosure took place- Paid in full!

2014 MEMBERSHIPS:

- (317)** – Lot owners have paid their Maintenance Fees in full for 2014 to date (98.14%)
Plus (5) Mason Lane Owners
- (211)** – Of those paid have joined the Association (65.32%)
- (1)** – Lien for years 2013 & 2014 (Foley/Jones)

2015 MEMBERSHIP:

- (311)** – Lot owners have paid their Maintenance Fees in full for 2015 to date (96.28%)
Plus (2) Partial payments
Plus (5) Mason Lane Owners
- (181)** – Of those paid have joined the Association (58.38%)

2016 MEMBERSHIP:

- (315)** - Lot owners have paid their Maintenance Fees in full for 2016 to date (97.52%)
Plus (1) partial payment
Plus (5) Mason Lane Owners
- (1)** - Lot in foreclosure (Arabejo)
- (199)** - Of those paid have joined the Association (63.98%)
- (1)** – Lien for years 2015 & 2016 (Foley/Jones)

- **2016 Invoices were sent out November 15, 2015**
- **2016 Payments due February 15, 2016**
- **2016 Second Invoices were sent March 1, 2016**
- **2016 Third Invoices were sent the end of April, 2016**
- **2017 Invoices will be sent out by November 18, 2016**
- **(3) 2015-2016 Past due letters sent July 8, 2016 (two payments received)**
- **(1) 2015 & 2016 Past due (Fellure / Killen) – went to Court October 27, 2016 – awaiting Court decision.**

- Newsletter (Marianne Wood / Andrea Gilde)
Fall Newsletter went out the first week of November. Winter Newsletter will come out in January/February.

Please submit copy for the next issue to Marianne at mwood1197@gmail.com

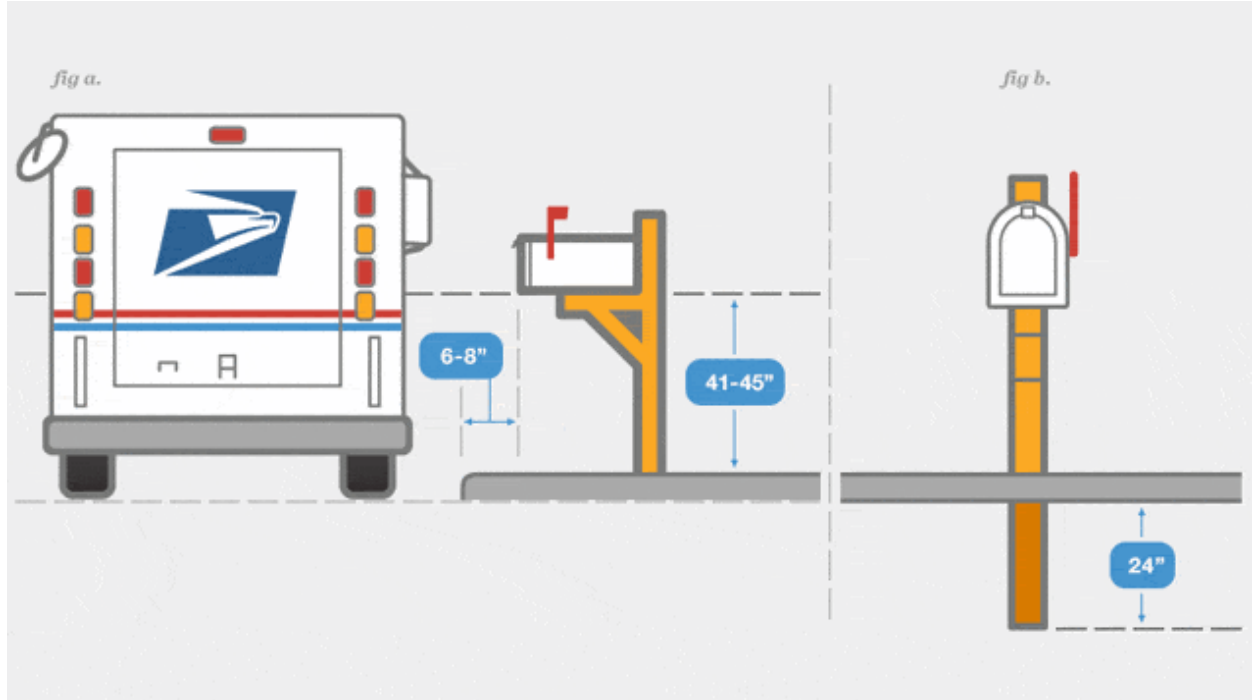
- Nominating (Sonny Hayes)
Nothing to report.
- Pavilion Rentals (Sonny Hayes)
The Pavilion is currently reserved for the following date for 2016:
12/17 (Christmas Caroling)

Please note that in order to reserve the Pavilion for a private event, you must be a member of CICA.

I can be reached at 410-287-7588.

- Road Maintenance and Drainage (John Murray)
Nothing to report.

- Roads / Drainage Improvement and Planning (John Murray)



Proper installation of mail boxes was and still is the homeowner's responsibility. Individual pull offs for mail boxes were not in the scope of this project and are not the responsibility of CICA.

We ask that all residents do their part in helping us protect our investment. Thank you.

Caldwell Rd.

Unfortunately Rudy Allen, construction foreman for S and M Paving, has had unexpected surgery. As you know Rudy is a key member of the team, and we wish him a speedy recovery. I spoke with him this morning and he sounds much improved. He expects to be on site in two weeks.

Discussion:

- Bob Biedermann expressed frustration on behalf of Caldwell Road residents at the delay in this project. Also he is concerned at the lack of communication.
 - The current engineering plans may include some grading on his property. In order to do this work a temporary construction easement would need to be agreed upon which would require his signature. He is also concerned that the asphalt plants will close before the project is completed.
 - Bob wants to be present during construction to be sure that the area will drain properly.
- The Board assured Bob that the project will be overseen by Eric Sturm and that it will be warranted to perform "as advertised". Should the project not perform properly, it would be repaired / modified under warranty.
 - Two project updates have been hand delivered by John Murray to all of the residents affected by this project.

- The Biedermanns should proceed with their plans and if an easement needs to be signed while they are away, it can be done by overnight courier.
- Although unfortunate, health issues are not under S&M's control.
- Don Schooley volunteered to act as "the messenger" to the residents of Caldwell – John Murray can pass whatever information he has to Don and Don will disseminate any updates.

Communitywide Paving Warranty Period

As you know our one year warranty period ends today. A committee walked the entire neighborhood and reported to Diana who compiled a list for review by Eric Sturm. Eric has prepared a final punch list that was sent to S & M this morning. I will be meeting Sam on site to review the items to be addressed. He plans to address them ASAP, to take advantage of this good weather.

Discussion:

There are a few items which are not on the list which will be addressed in the meeting with Sam.

- Arden Road: There is a cold joint which is not currently showing any signs of failure, however, the possibility of extending the warranty for that one section will be explored.
- There is a pothole at the intersection of Bennett and Turkey Point Road – this is NOT part of the new paving project, however, John will see if we can get this repaired while the equipment is here.
- Caldwell Road: In front of the Schooley house there is a strange bump which needs investigation.

Diana thanked John for his work assembling the final punch list and coordinating the review with Eric.

- **Shoreline Erosion (Justin Thomas)**
Nothing to report or update at this time.
- **Maintenance Equipment Committee (Tom Grieco)**
Tractor: The tractor was picked up by Walter G. Coale, Inc. on November 7 for new snowplow installation, clutch replacement, and some scheduled preventative maintenance work.
 - This work is expected to be completed and the tractor returned before the end of the month.**Mower:** Tom will investigate the mower's intermittent cranking problem over the winter. Battery? Starter? Switch? Other?
- **Web page / E-mail /Technology (Diana Hawley)**
Routine updates continue to be made. Please contact dianahawley@gmail.com to report any other necessary updates.

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.)*

Chris has received a letter concerning our intent to cut down the dead tree at the beach. A resident noted that eagles and other birds of prey use this tree as a hunting perch.

As the Board has discussed and voted upon previously, the tree will be cut to eliminate the hazard to the beach area.

Chris will remind Bob the Tree Guy to fell and cut this tree into firewood length pieces.

See "Old Business" for more details.

Old Business:

- **Spalls** on Mason Lane are withholding payment of their paving assessment due to alleged damage to their property during paving of Mason Lane. \$ 4400. for their 2 lots.
 - John Murray was aware of a fence section which was damaged during construction and a replacement fence section has been installed.
 - A replacement post needs to be installed as well.
 - John Murray, Andrea and Chris met and agreed that some stone will be added to a section of the Spall property when the Caldwell Road project is underway.

- **Storage Unit:**

Bill Dryden will contact the resident on Gull Circle who still has a shipping container in his yard.

A Certified letter was sent to this property owner.

- No response was received from the property owner.
 - It was suggested that Bill contact the County Zoning and Planning Department. They will investigate the situation and if needed, take the issue to Court.
- There is a large dying / **dead tree** at the Beach. This is the tree which was infested with tent caterpillars last year. This was mentioned at the Annual Meeting of Property Owners.
 - Several residents have mentioned that eagles use this tree as a perch for hunting and eating their catch.
 - Unfortunately this tree overhangs a frequently used portion of the beach and presents a known hazard, therefore, any damage or injury which might occur by it falling becomes a direct liability to Chesapeake Isle.
 - Chris Shelton will be contacting Bob the Tree Guy for an estimate for removal.
 - **October Update:**
 - Bob the Tree Guy submitted an estimate of \$450. to cut down this tree.
 - A motion was made, seconded and unanimously approved to proceed.
 - **NOTE:** This tree is a maple and will be cut into 18" +/- lengths for use as firewood. Residents are invited to come and collect!

New Business

No new business was presented.

Announcement of next Board Meeting:

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, December 20, 2016, at 7:00 p.m. at the Pavilion.

- Jim noted that he will not be present at the December Board meeting; Diana volunteered to act as Secretary.
- Several additional Board members know that they will not be present; Jim will send out a roll call notice before the December meeting to be sure a quorum is present.

Meeting adjourned: A motion was made and seconded to adjourn the meeting; all in favor. The meeting was adjourned at 8:07 pm.

Respectfully submitted,
Jim Carter, CICA Secretary