

**MINUTES**  
**CSCIA BOARD OF GOVERNORS MONTHLY MEETING**  
**JUNE 10, 2019**

President Szczytko called the meeting to order in the Cox Meeting Room of the Clubhouse at 7:29 P.M. He thanked Governor Lamb, the Strawberry Festival committee, and the Board members for a phenomenal day.

Guests were Becky Benner and Phil Ourisson.

**May 13, 2019 Monthly BOG meeting minutes:** Governor Lamb moved that the minutes be accepted. The motion was seconded by Governor Fairchild and passed with one abstention.

**March 31, 2019 Final Profit and Loss Statement:** Governor Breeden moved that these P&Ls be approved. The motion was seconded by Governor Zadera and passed unanimously.

**April 30, 2019 Final Profit and Loss Statement:** Governor Fairchild moved that this P&L statement be approved. The motion was seconded by Governor Macindoe and passed unanimously.

#### **VARIANCE REQUEST**

Alyssa Highfield of 1211 River Bay Road was here to present her request for a setback variance to construct a shed in the rear yard. The variance is requested due to the location of her wellhead. Staying the required 20 feet from the wellhead means the shed will have to be inside the 10 foot CSCIA and 7 foot county setbacks. She has county approval and a county permit. It was noted that this would be the second non-conforming shed on the property. The Board advised her they would decide tonight in a Closed Session.

#### **COMMITTEE REPORTS**

**Town Manager:** Town Manager Anderson reported on the following: There is one last playground bill due. There was some illegal tree clearing on Cape property this weekend that was dealt with. Swim buoys washed ashore and will be replaced with lighter ones. There was an electrical repair at Main Beach prior to Strawberry Festival. He is still recruiting beach attendants. The bill for t-shirts for beach attendants and the maintenance crew needs to be paid. Mosquito spraying is scheduled and the exempt map is on our website. County inspection of our vegetation management plan is coming. We are still waiting for final inspection of the new bathrooms. The Clubhouse rain garden was mulched, the sidewalks were repaired, and we are waiting on air duct cleaning and a diaper changing table. The next Piers Committee meeting is in July. We are still dealing with the Lake Claire sign issue. Some boat slips have been reclassified. There will be a marina pumpout day at Deep Creek on June 22. We are dealing with normal covenant issues, like yards, parking, and drainage. There was some vandalism at the Main Beach on Saturday night. The next Budget Committee meeting is July 11. The fidelity bond is being renewed, we had a workers' compensation audit, and there is new paperwork for contractors. He is meeting with the Business Lot Owners' Association tomorrow at 12:30 P.M. He noted that end of year funds need to be spent by July 1.

**Buildings:** Governor Roche apologized for falling behind, but he is catching up.

**Strawberry Festival:** Governor Lamb thanked all for help on a successful day and said next year's will be on June 6.

**Cape Cleanup:** Governor Lamb said she will need help on July 26 and 27 and will have a sign-up sheet.

**Caper:** Governor Lamb said all is going well.

**Clubhouse:** Governor Lamb said all was good at the Clubhouse.

**Budget:** Chairman Buchet said the next meeting is July 11 where they will go over preliminary actuals for next year. He suggested committee chairs analyze their situation this May to determine next year's needs.

**Events:** Governors Schmidt and Fairchild are working on the July 4 celebration. There will not be a rib competition this year. The parade permit is in the works and they will need volunteers at the parade and to set up tables for the events. They will also need more signage to organize events and need to check inventory to see what might be needed this year.

**Beaches and Parks:** Governor Macindoe said the beaches are getting busy and he's noticed a lot of expired stickers in the parking lots.

**Covenants:** Governor Layman said there are recurring parking complaints, especially of too many cars in front of house during parties. He suggested putting an article in the Caper regarding parking regulations and issues, and noting the requirement that at least a 9 foot wide clear lane must be maintained for emergency vehicles.

**Treasurer:** Governor Zadera mentioned the July 11 Budget Committee meeting. He noted that we received a \$298,000 grant for our site 1 project (Main Beach restoration). He said we need to raise our fidelity bond. The Swim Club has sent in their contribution for rent and security. The CCC and CSCIA split the cost of replacing the burned-out pump at the oyster nursery. The oyster nursery is once again up and running.

**Piers:** Governor Breeden showed the idea for a temporary Lake Claire pier sign. He said all contracts have been offered out and we are working subleases now. Contracts will be enforced starting on July 1. Piers will be \$25,000 in the black.

**Security:** Governors Breeden and Macindoe, along with Town Manager Anderson, are helping to cover security while one of our officers recovers from surgery.

**Communication and Technology:** Governor Szczytko made Strawberry Festival updates and worked on our website.

## **OLD BUSINESS**

Governor Lamb showed possible design ideas for a new entrance sign On Lake Claire Road. There were some similar to the existing sign and some that looked more like the signboard. Images, colors, and construction were discussed. She will take a poll among the Board members to pick a winner.

Governor Szczytko said the branding work on the Cape logo is done, with a blue bird and a n orange sun and the font Lancelot.

Governor Breeden discussed the grant of \$298,868 that we received from the Chesapeake Bay Trust. He said there are many things to be dealt with by July 1. He said that DNR wants nothing to do with the project so looking for a loan of \$500,000 – 600,000 is still on the table. That will be a lengthy process involving the County Council approving any loan. He will begin talking to banks. He said the Maryland Port Authority may be interested in working with us but we won't know until September 1. There are mandatory monthly AA County permit review meetings, one of which he and Town Manager Anderson have attended, until everything is approved. He said that, due to some design changes, the cost of site 2 (Lake Claire) work would be coming down. One of the changes involves batten boards on the boat pier to collect sand for the beach. He said the upside down tree trunks to slow wave action and provide habitat would still be a part of the solution. There was some discussion of a one-time assessment or establishing an erosion control benefit district, but it was pointed out that we would probably not get the necessary community approval for that. It was noted that even after we get a loan, we can still continue to apply for grants and bond bills; however we can't take grant money from both the CBT and MPA due to separate permit requirements. Governor Breeden added the 4-page CBT agreement as an addendum to the minutes.

President Szczytko thanked Governor Breeden and Town Manager Anderson for their work on the project.

Governor Breeden moved to approve the Board of Governors continue on the path outlined in the general meeting of January, 2015 to move forward with funding, including CBT trust or other offers we may receive, and all conditions they require. The motion was seconded by Governor Layman and passed unanimously.

## **NEW BUSINESS**

There was no new business.

## **COMMENTS**

Phil Ourisson, representing the CCC, asked about pulling garden mustard from the Serene Ravine. He was advised to get a list of volunteers, make sure they sign appropriate forms, and limit the work to the area from the pump station to the road. He will come up with a date for the project. They will plant more native vegetation in the fall. He has started work on a service agreement between the CCC and the CSCIA regarding work on the rain gardens and the ravine.

He will discuss fall planting in the Clubhouse rain garden with Governor Lamb. He is also beginning to build a list of volunteers and projects to share with the Town Manager. He is also looking at working with an organization that promotes community solar power through BG&E. This would be CCC only and not involve the CSCIA.

Becky Benner said the Garden Club will be holding its Secret Garden tour of 3 houses and Goshen Farm on June 22. There will be a pool and potluck party afterwards. There are no Club meetings in July and August. They will resume in September.

She also noted that the Goshen Farm concert series begins on June 28 at 6:30 P.M. The concerts will be every other Friday from 6:30 to 8:30 and people can bring lawn chairs, blankets and picnics. Dates will be on the website and there will be brochures left in the CSCIA office.

Town Manager Anderson mentioned how nice the Green Holly and Cape St. Claire Road islands look, and noted the abundance of butterfly-friendly milkweed in the Green Holly island. He said the maintenance crew and the Garden Club will work out a maintenance schedule.

Mike Buchet said that Goshen Farm has a moon bounce house that they cannot use due to liability issues. They are looking to give it away to anyone who might be interested.

## **ADJOURNMENT**

Governor Fairchild moved that the meeting be adjourned to a Closed Session. The motion was seconded by Governor Breeden and passed unanimously. The June 10, 2019 meeting of the Board of Governors was adjourned at 8:39 P.M.

## **CLOSED SESSION**

A Closed Session was convened at 8:42 P.M. and adjourned at 9:25 P.M.

## **MEMBERS PRESENT**

Governors Breeden, Fairchild, Lamb, Layman, Macindoe, Roche, Schmidt, Szczytko, and Zadera were present, as was Town Manager Anderson and Budget Committee chair Buchet.

***The agreement between the CSCIA and the CBT is attached as an addendum.***