

**Shorewood Estates Civic Association (SECA)
Board of Directors Meeting
June 9, 2020 at Linda Gaydos' Home**

Kim called the Meeting to order at 6:00PM

Attendees: Kim Righi, Don Ruth, Linda Gaydos, RoseMarie Tate, John Lytwynec, Bryan Matthews, Ed Oceanic

Agenda Items:

- Treasurer Report
- Membership Report
- Spring Clean-Up
 - Clean Beach Tables/Chairs
 - Reduce Table Weight for Mowing Access
- Finalize SECA Shed Purchase and Permitting/Installation
- Piling Donut Disposal
- Beach Sand / Kent County Site Plan
- Boat Dock Slip Expansion
- Boat Dock Ladder
- Boat Launch Site
- Pond and Tree Issue
- Road Signs – Shorewood Rd and Wilson Pt Rd
- Shorewood Estates Speed Limit
- Community Maintenance and Improvement Plan
- Community Events Status – TLT, Spartan Jazz Band
- New Business
- Review Open Action Items

Treasurer Report (RoseMarie)

- Review current balances (as of 06/01/2020)
 - Checking = \$219.81
 - Savings = \$25,413.41
 - Total = \$25,633.22
- Highlights = Dues collected from 56 of 80 properties; All 9 Boat Slips awarded in Lottery (\$5850); Dock Fund donations collected = \$1200; Bob Hodge donated \$2500 for SECA Shed
- *Rose will send detailed Q220 Financial Report to Board Members by July 15*

Membership Report (Linda)

- Membership Dues at 56 of 80 properties = 70% (2019 Dues at 61 or 76.3%)
- Extended Dues payment date due to COVID-19; Linda sent reminder e-mail to long-standing Members in April – 7 of 14 responded w/ Dues payment
- Shorewood Estates website fees are due by end of June (~\$175)
- *Kim will send another Dues reminder; Linda will pay website fees*

Spring Clean-Up (Kim)

- Postponed 'traditional' single day work-teams Spring Clean-Up due to COVID-19 stay-at-home directives and gathering restrictions
- New strategy -
 - Create list of typical tasks performed for annual common areas Clean-Up
 - Ask neighbors to volunteer for tasks as individuals, families, or groups (keeping CDC COVID Guidelines in mind)
 - Sign-up for task(s) and complete at leisure by Friday 6/26
 - Any outstanding or incomplete tasks will be completed on Saturday 6/27 or Sunday 6/28 depending on weather
- *Linda will send e-mail to community by end of week*

Finalize SECA Shed Purchase and Permitting/Installation (Kim)

- Confirmed and obtained very generous \$2500 donation for shed from Bob and Elizabeth Hodge

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- Sheds researched for consideration include, 1) 10'x12' wooden vinyl-sided metal-roofed shed w/ overhang and 5' doors at ~\$2800 including delivery + \$600 for site prep, and 2) 8'x13' Suncast resin shed w/ windows, ventilation, double doors, integrated floor, and 10-year warranty at \$1599 + site prep (modular interior accessories and shelving available); Free delivery or pick-up (depending on where purchased)
- Linda and Kim have permit paperwork from Kent County to complete; Bob Hodge as property owner must sign permit
- All-in costs should not exceed \$2500
- *Linda, Ed, and Don will finalize recommendation to Board*

Piling Donut Disposal (Kim)

- Create Marketplace ad in August/September to try to sell used piling donuts (not as successful for our Boat Dock as 'noodle' piling collars); Cost to make = \$55 each
- Offered donuts to Shorewood Estates waterfront residents (no interest); Dispose of unwanted 'donuts' if Marketplace ad is unsuccessful
- Offer Bob Hodge 8 new never-used donuts; Add to Marketplace if Bob is not interested; Ask neighbors along Sassafras River and at Gregg Neck
- *Kim or Don will create Marketplace ad; Linda will contact Bob Hodge and offer donuts*

Beach Sand / Kent County Site Plan (Kim)

- Adding more sand to Beach is non-compliant w/ environmental regulations; Sand washes off Beach into Sassafras River / Swantown Creek creating water quality and wildlife issues
- Need to create site plan for Beach, Boat Dock, and Pond areas; Site plans can be registered and monitored
- Investigate whether land where reeds are growing east of sandy Beach area could be recovered to expand Beach
- Walking path exists part way around pond (up to area near last property on Mallard Lane) but is overgrown; Add to site plan and create fall/winter project to clear path (when poison ivy, etc., die off); Obtain approval from property owners Bob Hodge and Bob Stevenson
- *Create site plan*

Boat Dock Slip Expansion (Don)

- Phase 3 (rebuilding/raising T-pier level) scheduled for February 2021
- Consider expanding Boat Dock by adding at least 2 slips; Could add another slip w/out a finger-pier access (less costly to build and seasonal Slip Dues for that slip would be less)
- Slip Lottery requests for deeper water slips are greater than shallower water slips; Consider expanding dock out past current T-pier, then add T-pier at end of dock extension, or add one slip on each end of existing T-pier
- *Kim will obtain proposal and quote for extending T-pier, adding slips, and permitting from Mark McCool*

Boat Dock Ladder (Kim)

- Currently, there is no ladder at Boat Dock; Jeff Russell had talked about obtaining/installing ladder
- *Kim will confirm w/ Jeff about boat dock ladder*

Boat Launch Site (Kim)

- Consider installing mooring balls and floating dock next to launch area so launched boats can be temporarily secured while car and trailer are being moved
- Consider moving storage racks (closer to Pond?) to allow more area for better maneuverability when launching and hauling boats
- Research Boat Launch area at end of access road to Boat Dock; Develop site plan to create better launch area as primary launch site (no launching at Beach)
- *Linda will contact resources from UMD Extension Services and Stormwater Mngt Planner for assistance and potential for grant funding*

Pond and Tree Issue (Kim)

- Tree stripped of branches is an eyesore and possibly dying; Branches cut from tree need to be removed from Pond (Clean-Up task)
- Site plan should include addressing algae issue in Pond; Barley straw could be a solution (order this year for next year supply)

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Road Signs – Shorewood Rd and Wilson Point Rd (Don)

- Road signs missing = Airfield warning sign, 40MPH Speed Limit, Pineywood Rd (private road); Contact County to replace speed limit sign on Wilson Pt Rd
- *Bryan will contact Phil Parrish about whether no airfield warning sign on Shorewood Rd is a safety concern for him*
- *Don will contact County about speed limit sign on Wilson Pt Rd*

Shorewood Estates Speed Limit (Don)

- County planned to conduct speed study in neighborhood but postponed due to COVID-19; Consider posting speed-reader sign, or planting ornamental trees to 'narrow' the road to reduce speed, or painting speed signs on road
- Unsure whether speeding is still an issue; Most think visitors and contractors, not residents, speed
- *Don will investigate speed-reader sign and contact county about speed test*

Community Maintenance and Improvement Plan (Kim)

- Create plan to present to Membership at next Annual Meeting; Include budget and all common areas, e.g., Pond, Beach, Boat Dock; Solicit project ideas from Membership
- Identify project categories and earmark Dues or raise funds for each project
- *Create 5-Yr Maintenance and Improvement Plan; Investigate IRS rules about fund-raising for common area improvements*

Community Events Status

- COVID-19 guidelines will determine how and when we can schedule and gather
- TLT postponed indefinitely; Jazz Band outdoor concert postponed until at least Sunday, September 20 (waiting for date confirmation from Jim Pileggi)

New Business

- Bob Hodge cleaned-up brush area near airfield
- Don received suggestions from several neighbors - Install fire-pit and 'campground-style' grill at Beach; Install fixed structure at Beach for shade
- *Create neighborhood committee to investigate siting, costs, funding, permitting, etc.*
- *Don will contact Jeff Russell about available wood at brush area near airfield for his shoreline project*

Action Items

- Review open items and new items

Ed motioned to adjourn; RoseMarie 2nd motion; All attendees agreed w/ 'aye'

Kim adjourned the Meeting at 8:00PM

Action Items 2020

#	Action Item	Responsible Party	Status / Comment
1	Post notices announcing Community Events on event sign board prior to each event	Julie Klapproth	On-going
3	Reduce Beach picnic table weight; Clean tables & plastic chairs; Remove broken chairs & cushions; Add to Clean-Up task list; Send e-mail for sign-up	Spring Clean-up 04/25/2020 6/27/2020 Linda Gaydos	Open 1/18/2020; 06/09/2020 Power-wash tables & chairs
5	Begin permit process for SECA Shed w/ Kent County	Linda Gaydos / Kim Righi	Open 9/15/19
6	Find new homes for last winter's flat piling donuts from Boat Dock, or discard	Linda Gaydos / Jeff Russell	Open 9/15/19
10	Send quarterly financial report to Board by 15 th of month at end of each quarter	RoseMarie Tate	On-going

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#	Action Item	Responsible Party	Status / Comment
11	Send another 2020 SECA Membership Dues reminder (extended due to COVID-19)	Kim Righi	Open 6/9/2020
12	Finalize SECA Shed recommendation to Board	Linda Gaydos, Ed Oceanic, Don Ruth	Open 6/9/2020
13	Create Marketplace ad for piling donuts in Aug/Sept; Offer new donuts to Bob Hodge	Kim Righi, Don Ruth Linda Gaydos	Open 6/9/2020
14	Create Site Plan for Beach/Boat Launch/Pond; Contact resources from UMD Extension Services and Stormwater Mngt Planner for assistance and potential for grant funding for Boat Launch site	Linda Gaydos, John Lytwynec (as part of her WSA Capstone Project)	Open 6/9/2020
15	Obtain proposal and quote for extending T-pier, adding slips, and permitting from Mark McCool	Kim Righi	Open 6/9/2020
16	Confirm w/ Jeff Russell about Boat Dock ladder	Kim Righi	Open 6/9/2020
17	Contact Phil Parrish regarding no airfield warning sign	Bryan Matthews	Open 6/9/2020
18	Contact Kent Cnty to replace speed limit sign on Wilson Pt Rd	Don Ruth	Open 6/9/2020
19	Investigate speed-reader sign and contact county about speed test	Don Ruth	Open 6/9/2020
20	Create Neighborhood Committee to investigate siting costs, funding, permitting, etc., for neighborhood suggestions; Investigate IRS fund-raising rules; Create 5-Yr Maintenance and Improvement Plan	Neighborhood Improvement Committee (Kim Righi, Don Ruth to develop a committee to oversee this & investigate IRS rules)	Open 6/9/2020
21	Contact Jeff Russell about available wood at dump site for his shoreline project	Don Ruth	Open 6/9/2020
#	Complete Action Item	Responsible Party	Status / Comment
4	Contact Bob Hodge about SECA Shed location and previously mentioned donation for shed; Offer piling donut protectors to Bob	Jason Conner Linda Gaydos	Open 9/15/19 Complete 2/21/20
7	Contact Mark McCool (Northern Bay Boat Lifts) for scheduling Phase II Boat Dock replacement	Jeff Russell	Open 1/18/2020 Complete 01/21/2020
8	Research new Boat Dock ladder	Jeff Russell	Open 1/18/2020 Complete
9	Contact potential candidates for 2020 Members-at-Large	Jeff, Bill, Kim, Linda	Open 1/18/2020 Complete 01/30/2020

Respectfully Submitted,

Linda Gaydos, Secretary