

**St. Martin's By the Bay HOA Board Meeting**  
**November 10, 2021 7pm**  
**Via Google Meet**

**Members in Attendance:**

**Board:** *Craig Constantino, Buddy Dukes, Barry Keefer, Lynne Partridge, Jack Shook, Janie Stopford*

**Residents:**

*Patty Cleary*

*Danielle Constantino*

*Pat Constantino*

*Bill Custead*

*Robin Custead*

*Andrew Davis*

*Bill Killinger*

*Patricia Morrison*

*Michael Reese*

*Scott Reese*

*Chris Shook*

*Carol Strange*

**Call to order** 7:09 pm - Jack Shook, Chairman

**Minutes** from Board meeting 5/20//21 - Lynne Partridge, Secretary

Motion made and approved to accept minutes as read

**Treasurer's Report** - Barry Keefer, Treasurer

**May -**

General Acct - \$11,193.69

Boat Acct 9,431

Boat Dock Savings - 20,388.34

Total - 98,486.91

**November**

General Acct - 6,873.46

Boat Acct 10,178.29

Boat Dock Savings - 20,388.34

Total - 55,917.49

1208.98 outstanding dues

**Updates**

- **Pool - Jack**

- 4-5 cracks in bottom of pool therefore in need to repair surface. Has been completed by current pool company, at a cost of approx \$11,000 - 12,000, county required new pumps to be replaced,
- Question - was the bid given to Board for a vote? Discussion about process. Patty Cleary suggests that each Board member has a duty and obligation to be involved and follow parliamentary procedures and MD law.
- Water - Jack
  - Dealing with State engineers, Dallas Atkins, head of Health Dept for the county, material costs have risen due to Covid, but grant money is available once a loan is established, low interest rates right now,
- Burnpile - Buddy/Janie
  - Permit is underway and will schedule the burn sometime this month. Suggestion to burn over Thanksgiving weekend. Janie requests that someone continue to monitor pile to remove illegal materials before the burn. Craig and Buddy volunteer to do this  
Electrical line for camera was too expensive, so Janie suggests another sign. Motion made and passed to spend \$250 for sign at burnpile.
- Dock - Craig
  - Every slip was rented this year. Propose residents get \$ in earlier (4/1) due to outside interests... Residents first before outsiders.
    - Question: when are boats required to be removed?. Fishing: til Nov-Dec. December 1 for others.
- Boat Yard - Craig/Janie
  - Trying to ascertain current paid and not. ... in progress. 15 boats / trailers, only 4 have paid. Several appear to be abandoned/neglected. Suggest letters to be sent to owners. All paid boats/trailers have been tagged.
  - Consider charging in advance,
- Architectural Committee - Lynne, Janie, Craig

**Purpose: Respond to recent negative comments about community to determine validity, and make needed improvements**



**Goal: Examine properties to determine needs, research bylaws and MD state HOA laws to develop a plan, and make a recommendation to Board for improvements**

**Updates to Board: Committee is considering the following for recommendations. Final decision has yet to be made:**

- Exteriors of all townhouses will be painted, keeping trim the same as now (brown), houses to be painted at the same time with a singular contractor (for warranty and insure uniformity and best price and timeline for repainting)
- Color change will be considered. Will consult with Sherwin Williams to select alternate colors.... Committee, Board, or Townhouse residents to select color?
- Maintain uniformity of exteriors but allow for differences in colors of doors
- Problem houses
  - Individual owners who need to repair/replace/repaint trim, gutters, decks etc. will receive a letter from the Board citing needed repairs,
  - Letter from Board to address unapproved/unfinished structure third floor deck Unit #47
- Need to consider adding bylaw to prohibit parking boats/trailers on streets/corners (2/22 annual mtg) Article 11 Section 11.02 *"...new bylaws may be adopted by any annual meeting of the members, or any special meeting called for that purpose."*
- Send letter to all residents reminding them of bylaws requiring submission to Board for approval of any exterior changes, and letters to individuals who are not in compliance noting decks are beyond 10ft allowance and are therefore on HOA property. How to address Noncompliance...Consequences?
- Need to look into insurance to cover damage that may be caused to roofs from painting to adjacent properties (eg two story roof to access side of a three story neighbor - Board vs contractor) Further discussion from |Buddy Dukes about concern for unknown damage caused by contractors on roof to access neighboring townhouse. Damage may not appear for several years.
- Phragmites removal discussed. Estimates to be obtained ; 2-3 year process initial removal will be under \$6,000 in year 1 avoiding heavy herbicides, discussion

**about alternative option to cut it and mulch it yearly for a cost of \$800-900.**

**Architectural Committee will further discuss in light of costs...**

- **Discuss / establish timely process for approval of requests for construction, etc.. (120 days) back to committee.**
- **Timelines for:**
  - **Recommendations to Board in time for February Annual meeting; what needs to happen? Update in November, recommendations in January**
  - **Repairs other than painting to be made by owners - ASAP/ 15-30 day**
  - **Painting to be completed- depending on contractor/bid**
  - **Exterior powerwash, mold removal, and painting by Mid May/2022 (weather dependent and contractor availability, and financial capability of townhouse residents )**
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- **Question from Buddy Dukes about who will cover the costs of town house painting/ will all owners be expected to paint their houses? Buddy indicated he is not favorable to this plan.**
  - **Discuss and decide on use of firepits, is there a safe way to use them - regulate put away, should be propane, 10 ft from townhouse, consider community firepit, discuss safety and if we should even have them... need to explore options for safety , ask about HOA policy. Previous board meeting limits wood firepits must be at least 10 ft from structure, but gas ... Committee and Board will develop clear guidelines for use of firepits...**

#### **Next Action Steps**

- **Conduct a final walk around to examine and list problem areas**
- **Generate letters to community**
- **Find painters to submit bids. See Andrew's scope after 11/10 board meeting**
- **Schedule Sherwin Williams and consult with phragmite removal expert**
- **Prepare final recommendations to Board on or before January meeting**

#### **Board Organization**

- **Elections**
- **Proposal of 2 Additional Board members to help spread the work**
- **Committees - Create by resolution**
  - **Executive - oversight, long range plans, calendar, agendas,**
  - **Water - Jack**
  - **Architectural - Lynne and Janie**
  - **Property: Pool, Boatyard and Waterfront (Phragmites), Burnpile,- Craig, Buddy, etc.**
- **Establish future dates of Board meetings:**  
January '22,  
Annual Meeting Saturday February 12, 2022 1 PM

**Additional Items...**

- **Request for Paving** - estimate - Janie
- **From Resident Amy Barra - Tree-Mendous Maryland Programs**

<https://dnr.maryland.gov/forests/Pages/treemendous/default.aspx>

programs for Trees on Public Land. Anne Gilbert, the person in charge of the program says our community would qualify to purchase trees for a reduced cost through this program, as long as the trees, shrubs, and plants were planted in common areas.

Amy writes, "I saw some interesting articles this past year about how neighborhoods with more tree cover hold more value (or are perceived to hold more value) than areas with few or no trees, plus trees are great for wildlife and water quality, which I'm sure are two things many people in the community value given our proximity to the St Martin River and all the critters that call this place home. This might be an economical way to replace the two trees along the road to the dumpster and pool as the two there are looking pretty scraggly. And it could provide an opportunity for additional landscaped areas to beautify the community with low maintenance native plants, I've seen similar native landscapes used effectively in nearby HOAs, especially in Delaware. I believe plants can be ordered through this program in the spring and the fall. If the community wanted to place a fall order Anne Gilbert said that she will be out of the office for the next two weeks, but that orders can be placed directly with the nursery at - [sales@americannativeplants.com](mailto:sales@americannativeplants.com) "

**Meeting Adjourned: 8:40**

Respectfully Submitted,

Lynne Partridge  
Secretary