



Board Meeting Minutes

Saturday, March 16, 2019

The meeting was called to order at 9:30 am by the President, Jeff Sella, at the Bethany-Fenwick Area Chamber of Commerce.

Board Members Present:

All: Sharon Adams, Judy Bennett, Margie Cyr, Nancy Glasgow, Tris Kruger, Steve Larsen, Jeff Sella, Marty Shecter, and Ellen Throop.

Others Present:

Ruby Halligan (CAS), Tim & Janie Switzer (1 Dune), Peggy Taylor (21 Short), Carol Tucker-Foreman (11 Dune), Paula Sella, Alex Sella, and Pam Baratta (25 Short).

Review of February Board Meeting Minutes:

The February Board minutes were reviewed. Margie motioned to approve the February Board Meeting Minutes. Ellen seconded. All in favor.

Property Manager's Report: Ruby Halligan (CAS)

Contacted the Delaware State Police about Route 1 pedestrian crossing safety issues. They asked that she contact them in May to discuss.

Republic contract for community trash, recycling and yard waste removal has been finalized.

A dumpster for household bulk pickup will be delivered to East Addy Road on Friday, May 3, and will be picked up on May 13. If the dumpster is full prior to May 13, a second dumpster will be placed on East Addy. A question was raised about whether curbside household bulk pickup will be scheduled. That decision will be made during the budget discussion.

Clark Tree Service will have a curbside Bulk Brush Pickup on May 13.

McCabe & Sons Landscaping contract has been submitted to the Board for approval.

Ruby was finally able to speak to a person at Delmarva Power concerning the missing street lights on 2 poles on the north end of Dune Road. He promised to personally go to Dune Road to assess the issue and will get back to Ruby. She asked him to also check wires laying on the ground to ascertain if they are electrical or cable/phone.

Placed ads for Community Patrol employees in the Wave and Gazette and also on the Indeed website. Several applicants have been screened and interviewed.

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Beach passes were delivered to Pam Baratta. Jeff delivered the completed beach passes (QR codes and laminated) back to Ruby. Parking passes and Rules and Regulations laminated sheets for the owner's packet are also ready. Ruby has been working with Jay Sella to finalize the Directory for the printer. Happy Hour information is complete and waiting for Mary Byrd's final approval.

Ruby worked with the Budget Committee to prepare 2019/20 budget.

President's Report: Jeff Sella

Ruby asked for permission to send a certified letter to owners of 5 Errett informing them that their access to amenities have been suspended until we receive payment of outstanding balance.

Ellen moved and Steve seconded that Ruby send a certified letter to 5 Errett informing them their access to MB amenities has been suspended until we receive payment of outstanding balance of \$50. All in favor.

The revised McCabe & Sons Landscaping contract was submitted for approval. Ellen stated that the changes we requested, except for the termination language, were included. Ellen submitted the required termination language change.

Judy moved and Marty seconded that Jeff should sign the contract once the termination language in the contract is changed as requested. All in favor. Chuck and Peggy Taylor have agreed to monitor the landscaping process this year to ensure work is done as scheduled.

Jeff has reviewed the various liability insurance policies and sent a list of questions to Ruby. Ruby has received some broad and general answers but is requesting a meeting with the insurance representative to get specific answers related to Jeff's questions.

Treasurer's Report: Steve Larsen by email to Jeff Sella

Steve presented the Budget Committee's Draft Operating Budget for 2019/20 to the Board. Charts and graphs showing trends and impacts of various proposals were included as well as specific numbers relating to the operational needs of Middlesex Beach. Rising wages will increase the cost of Beach Activities and Community Patrol. Reserve Requirements for our beach and streets must be considered. Services to the community (curbside bulk household pickup, curbside brush pickup, etc.) must be evaluated. Board discussed various options for managing and controlling income/expenses. The Budget Committee will continue to work with Committee Chairs and the Board to finalize numbers and set the proposed assessment. Board approval for the proposed budget must be done before the required mail date of the Spring Meeting package to the property owners. Final approval by property owners will be done at the Spring Meeting on May 4.

Committee Reports:

Community Facilities Committee: Jeff Sella

Walkway maintenance should be done before Memorial Day. Sharon moved and Ellen seconded that Jeff has the authority to rent a Bobcat and order sand/clay materials for this year's walkway maintenance. All in favor.

If a second Mobi Mat is to be installed this year, walkways will be evaluated to determine

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which one is suitable. Handicapped parking spaces may be added near those walkways with the mats.

The additional beach dune fencing has been completed.

Jeff will send photograph of previous Dune Road parking delineation so that parking space lining can be planned and completed on the newly paved Dune Road.

Building Committee: Margie Cyr

31 Addy has requested permission to add boards on the inside of the Dune Road fencing along the property line to make it a solid fence and hopefully reduce the noise from Route 1. Original request was rejected at February Board Meeting, but Board has been asked to reconsider. Jeff will send copies of easements related to the fence line for Board to review.

41 Dune – kitchen violation. Ellen moved and Judy seconded that the Board go into Executive Session at 11:37 am to discuss. All in favor.

Board came out of Executive Session at 11:45 am. As a result of the Executive Session, a Violation Letter will be sent to the property owner at 41 Dune.

6 Errett – Homeowner removed steps that were in the setback zone from the back of the house and now wants to rebuild them on the same footprint. Because the old steps were completely removed from the deck, they are not grandfathered and therefore cannot be rebuilt in the setback. Ellen moved and Steve seconded to deny the request to rebuild in the setback area. All in favor.

Margie presented two documents with suggested changes to be effective September 2019.

1. Rules and Regulations for Construction, Repair, Tree Removal, Demolition, Paving, Maintenance and Other Work—Ellen moved and Sharon seconded that the changes be approved. All in favor.
2. Permissible Days & Times—the suggested changes to times for Repairs and Maintenance from 6 pm to 4:30 pm were not approved. Ellen moved and Judy seconded that the other minor changes be approved. All in favor.

Legal Committee: Ellen Throop

No progress with Norman lawsuit. Still waiting for response from the Court.

Ellen recommended that the Board ratify the Republic Trash Contract—Steve moved and Nancy seconded that Jeff sign the finalized trash contract with Republic. All in favor.

Privacy Policy and Terms of Use for the website—Ellen will work with Greg Pichler, Jeff Sella and Jay Sella to finalize changes.

Board of Directors Administrative Resolution for Collection of Assessments— Ellen recommended that we send it to Mary Schrider-Fox for review before adopting. Tris moved and Judy seconded that Ellen will send it to Mary for review.

Board of Directors Administrative Resolution to Establish a Legal Committee – Ellen presented a policy for the Legal Committee concerning membership, duties, and rules of procedure. Tris moved and Marty seconded that the policy be approved with the addition of “the President” as being on the committee. All in favor.

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Rules of Conduct for Employees, Rules of Conduct for Board Members, and Policy for Fines are tabled until next month.

Commercial Committee: Judy Bennett

14-18 Beach Plum submitted a Small Projects Building Permit documenting a sign change from Subway to Moe's Deli. Permit was submitted after work was completed. Violation will be discussed in Executive Session. Sharon moved and Tris seconded that the sign change be approved for content only. All in favor.

Produce Stand submitted a proposal for new enclosures on the property. Adequate information showing location and setbacks was not included. Approval was denied due to lack of adequate documentation for the site plan.

McDonald's parking—lease language must be reviewed before submitting to McDonald's.

New Business

Jeff reported that our ditches are full and not draining because Kent Avenue ditches are full. DNREC or appropriate agency will be contacted to request that they clear those ditches.

Steve will investigate video cameras for the beach.

Executive Session:

Sharon moved and Ellen seconded that the Board go into Executive Session at 12:49 pm to discuss:

1. 1 Dune quote from McCabe
2. 14-18 Beach Plum sign violation

The Board came out of Executive Session at 12:58 pm. As a result of the Executive Board Meeting, the Board voted:

1. Send an invoice to 1 Dune based on McCabe quote for damage done to trees in the amount of \$3,500.
2. Violation letter for installing sign without a permit will be sent to 14-18 Beach Plum.

Adjournment:

Sharon motioned to adjourn. Judy seconded.

The meeting adjourned at 12:59 pm.

Next Board Meeting:

April 27, 2019 at 9:30 am at the Bethany-Fenwick Area Chamber of Commerce.

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Respectfully Submitted,
Tris Kruger, Secretary