

Minutes  
GHI Board of Directors  
July 19, 2007

Present: Agans, Alpers, Hickey, Lauber, Lewis, McFadden, Mazursky, Robles

Excused Absence: Morse

Others in Attendance:

Gretchen Overdurff, General Manager	Barbara Gremour
Stephen Ruckman, Director of Finance	Mary Ernsberger
Eldon Ralph, Director of Physical Services	Mira Cockburn
Joan Krob, Director of Member Services	Annamarie Matovich
Brenda Lewis, Director of Human Resources	Pat Benton
Tom Sporney, Staff Engineer	Ken Quattlander
Matt Berres, Landscape Specialist	Lora Katz
Dianne Wilkerson, Chair, Audit Committee	Rachel Glick
Marat Moore, Audit Committee	David Schuman
Genevieve Courbois, Recording Secretary	Rosalie Thomas
Kathy Legendre	Cletus Thomas
Mary Howerton	Tatiana Ausema
Scott Legendre	Konrad Herling
Henry Wynkoop	John Whiting
Patricia Washington	Nonie Whiting
Elaine Bobbitt	Robin Everly
Linda Levine	Holly Wheeler
Gloria Muscardin	Joe Gareri
Alison Rose	Alice Mitchell
Yoni Siegel	David Kahn
Jim Cohen	Chris Logan
Richard Menis	Terri Hruby, City of Greenbelt Planning Dept.
Ruth Wilson	Bill Orleans, Visitor

President Lewis called the meeting to order at 7:45 p.m. She added EZ Pay Drawing to the agenda.

1. Approval of Agenda

**CONSENSUS: TO APPROVE THE AGENDA AS REVISED.**

2. Visitors and Members

No discussion.

3. Approval of Minutes

**MOTION: MOVE APPROVAL OF THE MINUTES OF MAY 10, 2007, AS REVISED.**

Moved: Alpers

Seconded: Agans

Carried 7-0



**MOTION: TO HOLD A JOINT FINANCE COMMITTEE/BOARD MEETING ON AUGUST 23, 2007 AT 6 P.M. WITH MEMBER INPUT OCCURRING AT 7:30 P.M.**

Moved: Agans

Seconded: Mazursky

Carried 7-0

Director Agans announced the following upcoming dates regarding the 2008 budget: October 18 - staff presentation to Finance Committee; November 1 – review and first reading; November 15 – final reading.

**CONSENSUS: TO APPROVE THE ABOVE DATES FOR 2008 BUDGET PRESENTATIONS.**

Director Agans said that the Finance Committee recently discussed the 1% working capital and does not recommend reducing the percentage.

6a. EZ Pay Drawing

The winner of the quarterly EZ Pay drawing was Dale Scott, who receives \$200 off his next coop payment.

6b. Greenhill Outfall Stabilization Project Update – Guest, Terri Hruby

Terri Hruby, Assistant Director of Planning of the City of Greenbelt's Department of Planning and Community Development, provided an overview and update of the Greenhill Outfall Stabilization Project. She is seeking GHI endorsement for the 30% conceptual plan, as well as financial support from GHI because part of the project is on GHI property. She will present the project to the City Council in September.

She said that the Greenhill/Hillside Roads Outfall Stabilization and Stream Restoration Project was identified as the highest priority project within the Greenbelt Watershed Management Plan. She described the location, conditions, and goals of the project. She also detailed the importance of this stream to both Greenbelt Lake and the Anacostia watershed and how the stream's current condition negatively impacts the quality of these two resources. Ms. Hruby detailed the three areas targeted for stabilization and described mitigation techniques which would be used in each area. The techniques used will be as natural as possible and minimize disturbance. She emphasized that sediment reduction is a priority. The project would begin in spring 2008, and is projected to cost \$140,000.

Director Mazursky questioned how velocity could be reduced in the stream corridor. Ms. Hruby responded that solutions are being implemented upstream to reduce storm water volume to this system. Landscape Specialist Berres said the stream is in a priority parcel and this project is ideal in terms of the forest conservation management plan. Director Alpers said that Board recognizes the value of Parcel V. General Manager Overdurff inquired about the financial commitment GHI might be expected to make. Ms. Hruby was unsure; she said that she is hopeful the City will allocate 25% of the cost of the project.

**MOTION: THE GHI BOARD APPROVES OF THE GREENHILL STREAM RESTORATION PROJECT CONCEPT PLAN AS PRESENTED ON JULY 19, 2007.**

Moved: Alpers

Seconded: Robles

Carried 7-0

Berres said that the plan as presented is well-designed: however, grant requests for funding may not be successful. Hruby explained that the project will stabilize an urban stream. Results, e.g., biodiversity and sediment reduction, are difficult to quantify.

6c. Hedge Height Requirements – Requests for Exceptions to Community Beautification Standards

The Board heard members' concerns regarding hedge height citations they received during the first round of the Community Beautification Program. Members stated that their hedges make them feel more secure, provide privacy, serve as a buffer from traffic and passersby, enhance the look of GHI, and provide bird habitat. Yoni Siegel, questioned the safety and visibility issues of tall hedges and added that cropped hedges look "terrible." Anna Marie Matovich, said that porch lights are designed to light porches not sidewalks, and suggested that lighting be added along sidewalks. Rosalie Thomas, felt her junipers may not survive if cut.

Director of Physical Services Ralph said the maximum height of a privacy fence is six feet and a hedge can, in theory, be considered a privacy screen. He suggested that the maximum hedge height be consistent with that of a privacy screen. He said that this is 18" more than the 42" maximum fence height rule.

Director Agans explained the safety/visibility issues of tall hedges and said the maximum hedge height was established "to keep members safe." A member questioned whether this applied to members in their homes, or members using the sidewalks. President Lewis affirmed the latter. General Manager Overdurff stated that members have voiced concerns about untrimmed branches posing a safety hazard, especially along the inner walkways, when laden with rain water and snowfall. She said that GHI is striving for consistency. Lora Katz, emphasized the need to "strike a balance" between safety and privacy, and questioned if they can co-exist. She observed that many measurements seem to be in play and urged consistency. Ralph added that the hedge height rule may not have to be re-written, as most members are satisfied, and that exceptions could be considered on a case-by-case basis. Director Mazursky responded that while he complied with the citation given him, he was not necessarily in agreement with the directive. He stated that his pruned hedges may not survive.

President Lewis suggested a work session with ARC to address the hedge issue, and said that members will not be expected to comply with their citations during this review period. Members will be notified when this work session is scheduled and encouraged to attend. Landscape Specialist Berres requested clarification about how to proceed with the Community Beautification Program in the interim. President Lewis suggested that staff proceed with citing overhanging hedges, but not to enforce height at this time.

6d. Yard Line Certification – 15 Court Laurel Hill

The Yard Line Committee presented eighteen yard plats at 15 Laurel Hill Road to the Board for certification.

Pat Benton, said she purchased her membership in May and first learned of this yard line process only six days prior to this meeting. Staff Engineer Sporney said that the prior owner of her unit was aware of the yard line review. He explained the issue of encroachment and the need for yard lines to be consistent to ensure fairness and uniformity. Yard Line Committee member Lora Katz assured Ms. Benton she would not need to move her fence; however, if she wanted to replace the fence, or introduce a new

element, it would need to be within the yard line as now drawn. Ms. Katz also provided a history of the Yard Line Committee and outlined its goals. She said that the committee strives for fairness, uniformity, and consistency in establishing yard lines which benefits all members of GHI.

John Whiting, questioned the reduction of his side yard line from 40 to 25 feet, and said that a 2003 survey conducted by Peter Joseph of GHI reflects a 40' side yard line. He feels this yard line, which faces a forested area, does not bother other members, and finds his oddly-shaped yard atypical and unique. Nonie Whiting added that this area is the most appropriate for shed placement. Mr. Whiting asserted that this reduction of 15 feet will negatively affect him financially. Ms. Katz clarified that he will not lose use of the additional 15 feet, but rather he will be unable to build in that area. She also added that the land in GHI is owned by everyone. Director Alpers stated that in the past, members have acquisitioned areas with fences regardless of yard lines, and this personal encroachment needs to be guarded against. Mr. Whiting made the observation that everything seems to be "getting smaller" in GHI, e.g., the hedges, shed sizes, and yards.

Elaine Bobbitt, stated that while she appreciates the work of the committee, she feels the yard line rules are a little too rigid and the common areas are well-served by those members who maintain them. Mary Ernsberger, stated her belief that exceptions should be considered in cases where members are maintaining common areas, otherwise GHI will need to maintain them.

Dianne Wilkerson, Audit Committee Chair and acting chair of the Yardline Committee, stated that if exceptions are granted for one unit, they will need to be granted for everyone. She emphasized that exceptions can lead to arbitrary application. President Lewis voiced concern about how GHI would maintain those common areas currently being taken care of by members. Richard Menis, suggested that yards be standardized to a larger scale rather than a smaller one.

**MOTION: THAT GARDENSIDE YARD LINES BE A CONSISTENT LENGTH OF UP TO 75' AND THAT THE YARD LINES FOR 15A & 15T BE DRAWN MORE CONSISTENTLY TO EACH OTHER.**

Moved: Agans

Failed for lack of a second.

Staff Engineer Sporney said there are no pending permits for 15 Court Laurel Hill, but two other upcoming projects cannot go forward without yard line resolution. Wilkerson said that the Yardline Committee will need direction on how to proceed regarding re-review as the committee is following written directives. She observed that Whiting's yard lines seem to reflect his original plat and 2003 survey.

Ms. Benton, inquired if during this review period she could submit a permit application for a shed in an area of her yard not affected by the review. President Lewis affirmed, and stated that the review would not impact her application.

Mayor Davis said that the City of Greenbelt has a similar situation in that residents are encroaching onto City property by extending their yards.

**MOTION: THE BOARD OF DIRECTORS APPROVES YARD PLATS FOR 15 COURT LAUREL HILL AS PRESENTED WITH THE EXCEPTION OF UNITS 15A, G, AND T.**

Moved: Lauber

Seconded: McFadden

Carried 7-0

**MOTION: THE BOARD OF DIRECTORS DIRECTS THE YARDLINE COMMITTEE TO RE-REVIEW THE YARD PLATS DRAWN FOR 15A, 15G AND 15T LAUREL HILL.**

Moved: Agans

Seconded: Lauber

Carried 7-0

6e. Request for Fence Exception – 43F Ridge Road

Director Hickey, Chair of the Architectural Review Committee (ARC), gave an overview of the member's request for an exception to the GHI rule §VII.B.1.3 which states, "The finished side of the fence must always face the neighbor." At the onset of discussion, Ms. Muscardin suggested making this rule more prominent as she overlooked it. She said that to re-install the fence would be a 5-day job; she suggested installing plantings around the fence or placing another row of pickets on the outside of the fence. There was discussion about the definition of "double-sided fence."

Ms. Muscardin said that she would have ensured the finished side faced outward had this rule been brought to her attention by GHI during the permitting and inspection process. Since the fence was approved by GHI, President Lewis said that the Board will consider assuming half of the cost of reversing the fence. Both Staff Engineer Sporney and Ms. Muscardin received identical quotes of \$2,500 from Long Fence Company and Muscardin's contractor. Sporney said that he also received a verbal estimate of \$1,100 from Long Fence to install pickets on the outside.

**MOTION: THAT GHI ASSUME THE COST OF INSTALLING PICKETS ON THE OUTSIDE OF THE FENCE AT 43F RIDGE ROAD.**

Moved: Mazursky

No Second

Discussion continued. President Lewis requested Sporney's input into such an installation. He responded that it is technically feasible, but emphasized that a double-sided fence will degrade faster as applying wood preservative on a regular basis to fence surfaces will be more difficult due to the picket configuration.

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES GHI TO PAY UP TO \$1,100 FOR THE COST OF INSTALLING ADDITIONAL PICKETS ON THE OUTSIDE OF THE FENCE AT 43F RIDGE ROAD.**

Moved: Mazursky

Seconded: Robles

Carried 6-1

Opposed: Alpers

**MOTION: THE BOARD OF DIRECTORS GRANTS AN EXCEPTION TO ALLOW A DOUBLE-SIDED PICKET FENCE AT 43F RIDGE ROAD.**

Moved: Hickey

Seconded: Mazursky

Carried 7-0

6f. Proposed Skylights in Gardenside Addition – 50C Ridge Road

ARC member Ruth Wilson voiced her concern that skylights could introduce moisture into the roof membrane. Mrs. Tatiana Ausema, 50C Ridge Road, responded that the proposed skylight is a high quality product recommended in a recent exhibit at the National Building Museum.

**MOTION: THE BOARD OF DIRECTORS ALLOWS INSTALLATION OF THE PROPOSED (2) SKYLIGHTS IN THE PROPOSED GARDENSIDE ADDITION AT 50C RIDGE ROAD; THAT ANY LEAKS ASSOCIATED WITH THOSE SKYLIGHTS ARE THE RESPONSIBILITY OF THE MEMBER.**

Moved: Hickey

Seconded: McFadden

Carried 7-0

President Lewis affirmed that the Units File for 50C Ridge Road will show that maintenance of these skylights is the member's responsibility. Mrs. Ausema said that it is also stated in the Members' Handbook.

**MOTION: TO SUSPEND THE RULE THAT "AT 10:30 PM, THE BOARD WILL IMMEDIATELY MOVE TO ITEMS 8-10, EVEN IF THE PRECEDING AGENDA ITEMS HAVE NOT BEEN COMPLETED" TO ALLOW THE REPORT OF THE SUSTAINABLE DESIGN COMMITTEE IN ITS ENTIRETY.**

Moved: Agans

Seconded: Robles

Carried 7-0

6g. Sustainable Energy Plan – A Report of the SDP Committee

Alice Mitchell introduced SDP Committee member Chris Logan who led the Board through a Power Point presentation. At the outset of the presentation, Mr. Logan said that the Committee was asked to study and make recommendations regarding the replacement of existing electrical baseboard heating elements. In so doing, said Logan, the Committee felt it necessary to address energy efficiency as a whole in advance of making specific heating systems recommendations. He detailed the impact of GHI's current energy use, and summarized the Committee's four energy plan recommendations. Board members emphasized the differences among the units, and questioned the sealing of a unit while also allowing for ventilation.

President Lewis said that in conjunction with the Greener Greenbelt Initiative a consultant will be doing energy modeling and this data could be shared with SDP. She also said she received an energy services letter from Washington Gas which offers customers the opportunity to generate energy using 100% wind power. Richard Menis, emphasized that energy-saving measures installed by members realize a savings for GHI, and this relationship merits further research. Matt Berres commented that the Committee would like the Board to support a big-picture "philosophy of holistic thinking" in terms of sustainability.

**CONSENSUS: THE BOARD SUPPORTS THE PHILOSOPHY OF LOOKING AT THE BIG PICTURE PHILOSOPHY OF HOLISTIC THINKING IN TERMS OF SUSTAINABILITY.**

Moved: Agans

Seconded: Robles

Carried 7-0

**MOTION: THAT THE BOARD OF DIRECTORS HOLD A WORK SESSION WITH THE SDP COMMITTEE TO DISCUSS THE COMMITTEE'S RECOMMENDATIONS PRESENTED ON JULY 19, 2007.**

Moved: Mazursky

Seconded: Robles

Carried 7-0

**MOTION: TO EXTEND THE BOARD MEETING FOR 15 MINUTES.**

Moved: Robles

Seconded: McFadden

Carried 7-0

6h. Contract to Rehabilitate 6M Plateau Place

President Lewis apologized to the Board for approving an expenditure in June to rehabilitate 6M Plateau Place in order to get the unit on the market as soon as possible. Any expenditure over \$7,500 must be approved by the entire Board of Directors. As the rehabilitation expenses were going to be incurred by GHI, Lewis explained, she did not believe the Board approval rule applied; however, she acted in conflict with the by-laws. She suggested that the Board and staff look at ways to expedite time-sensitive contracts, especially during the summer months when the Board meets only once a month.

Three (3) bids were received on June 20<sup>th</sup>: Michael Maxwell - \$20,000.00; Warring Builders - \$13,218.75; Gehring Construction - \$16,585.00. The bid offered by Warring Builders in the amount of \$13,218.75 was accepted.

**MOTION: THE BOARD OF DIRECTORS ON FIRST READING ACCEPTS THE BID OF WARRING BUILDERS TO REHABILITATE UNIT 6M PLATEAU PLACE FOR AN AMOUNT OF \$13,218.75, WITH AN ADDITIONAL 10% TO COVER CONTINGENCIES, FOR A TOTAL PRICE NOT TO EXCEED \$14,541.00.**

Moved: Alpers

Seconded: Hickey

Carried 7-0

**MOTION: THE BOARD OF DIRECTORS SUSPENDS THE RULES TO ALLOW FOR A SECOND READING.**

Moved: Lauber

Seconded: Agans

Carried 7-0

**MOTION: THE BOARD OF DIRECTORS ACCEPTS THE BID OF WARRING BUILDERS FOR SECOND READING AND FINAL PASSAGE, IN AN MOUNT NOT TO EXCEED \$14,541.00, TO REHABILITATE UNIT 6M PLATEAU PLACE.**

Moved: Agans

Seconded: Hickey

Carried 7-0

6i. Schedule Management Open House for Board and Audit Committee

The management open house was scheduled for 9 a.m. on Friday, August 10.

6j. 2007 Townhouse Furnaces Contract – 2<sup>nd</sup> Reading

**MOTION: THE BOARD OF DIRECTORS RESCINDS ITS MOTION OF JUNE 13, 2007 AUTHORIZING THE MANAGER, ON FIRST READING, TO ENTER INTO A CONTRACT WITH DKS CLIMATE CONTROL, INC., FOR THE REPLACEMENT OF EIGHT (8) TOWNHOUSE FURNACES, WITH A 10% CONTINGENCY, FOR AN AMOUNT NOT TO EXCEED \$15,788.**

Moved: Agans

Seconded: Lauber

Carried 7-0

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR FIRST READING, TO ENTER INTO A CONTRACT WITH DKS CLIMATE CONTROL, INC., FOR THE REPLACEMENT OF EIGHT (8) TOWNHOUSE FURNACES, WITH A 10% CONTINGENCY, FOR AN AMOUNT NOT TO EXCEED \$18,095.**

Moved: Agans

Seconded: Hickey

Carried 7-0

**MOTION: THE BOARD OF DIRECTORS SUSPENDS THE RULES TO ALLOW FOR A SECOND READING.**

Moved: Robles

Seconded: Alpers

Carried 7-0

**MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, FOR SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH DKS CLIMATE CONTROL, INC., FOR THE REPLACEMENT OF EIGHT (8) TOWNHOUSE FURNACES, WITH A 10% CONTINGENCY, FOR AN AMOUNT NOT TO EXCEED \$18,095.**

Moved: Alpers

Seconded: Agans

Carried 7-0

6k. Proposed Rules Change §X.N.2. – Windows

The Board by consensus deferred this item to the next meeting.

6l. Membership Selection Criteria

The Board reviewed the changes to the membership selection criteria recommended by the Marketing Committee. General Manager Overdurff provided an overview of criterion 13 which would require non-resident co-members/co-signers to meet for an interview with the Board of Directors.

**MOTION: THE BOARD OF DIRECTORS APPROVES OF THE REVISED MEMBERSHIP SELECTION CRITERIA AS PRESENTED TO THE BOARD ON JULY 19, 2007, AND DIRECTS THESE TO BE IMPLEMENTED IMMEDIATELY, WITH THE EXCEPTION OF ITEM #13 WHICH WILL BE DISCUSSED AT A LATER DATE.**

Moved: Alpers

Seconded: McFadden

Carried 7-0

7. Items of Information

No discussion.

8. President

President Lewis said she would be meeting with the Greenbelt East Advisory Committee about the Greener Greenbelt Initiative on August 2, and County Council member Ingrid Turner on August 30. She reported that the Legislative Affairs Group has met and she is very pleased with their progress. She is appointing Nicole Huggins as Court Liaison for 2 Court Research; Susan Jones to the Companion Animal Committee; and Jeannette Grotke to the Yard Line Committee.

9. Board Members

Director Agans announced that the Finance Committee would meet next on July 26.

10. General Manager

General Manager Overdurff reminded the Board and Audit Committee about the employees picnic on July 20 at Buddy Attick Park.

**MOTION: TO RECESS TO EXECUTIVE SESSION TO DISCUSS MEMBER COMPLAINT ISSUES.**

Moved: Agans

Seconded: Hickey

Carried 7-0

The meeting recessed at 11:13 p.m.

Dorothy Lauber  
Secretary