

**Minutes  
Board of Directors  
GHI Regular Open Session  
January 4, 2018**

Board Members Present: Brodd, Holland, James, Jones, Kapfer, McFadden and Seely

Excused Absent: Hess, Skolnik

Others in Attendance:

Eldon Ralph, General Manager

Tom Sporney, Assistant General Manager

Neron Adams-Escalera, Director of Member Services

Joe Wiehagen, Director of Homes Improvement Program

Jonathan Gordy, Audit Committee Member

Harry Schomberg

Nancy Solomon

Susan Harris

David Andrews

Monica Johnson, Recording Secretary

Vice President Brodd called the meeting to order at 7:37 p.m.

1. Approval of Agenda

Item 6g: "Deadlines for Members to Submit Survey Forms" was added to the agenda.

**Motion: The Board of Directors does approve the agenda as revised.**

Moved: James

Seconded: Seely

Carried: 7-0

2. Announcement of an Executive Session Meeting Held on January 4, 2018

*The Executive Session was in recess. No announcement presented.*

3. Visitors and Members (Comment Period)

None.

4. Approval of Membership Applications

**Motion: I move that the Board of Directors approve the following person into the cooperative and membership is afforded him at the time of settlement:**

- **Julian Fishov, Sole Owner.**

Moved: James

Seconded: McFadden

Carried: 7-0

5. Committee and Homes Improvement Program Reports

Homes Improvement Program – Wiehagen reported that:

- Some contractors punch out items remain and will be re-scheduled
- GHI punch out items continue to be scheduled
- Masonry crawlspaces for 2017 completed
- 2018 assessments completed

6. For Action or Discussion6a. Approve Minutes of the Special Open Session Meeting Held on December 7, 2017

**Motion: I move that the Board of Directors approve the minutes of the Special Open Session meeting that was held on December 7, 2017 as presented.**

Moved: James

Seconded: Seely

Carried: 6-0-1

Abstained: Kapfer

6b. Approve Minutes of the Regular Open Session Meeting Held on December 7, 2017

**Motion: I move that the Board of Directors approve the minutes of the Regular Open Session meeting that was held on December 7, 2017 as presented.**

Moved: James

Seconded: Jones

Carried: 6-0-1

Abstained: Kapfer

6c. Proposed Fence at 6-J Hillside Rd

On November 7, 2017, Mr. David Andrews, the member of 6-J Hillside Rd, submitted a permit request for the installation of a fence. Staff reviewed the request and identified 3 issues; two related to

*§VII.B.1.c Fences are allowed to enclose the gardenside yard, or the side yard, or the combined gardenside yard and side yards, as defined in Yard Line Descriptions §VI.B.3. No interior fences shall be permitted.*

and one based on

*§VII.B.9 Fence styles within a row should harmonize.*

During the Architectural Review Committee (ARC) meeting of December 13, 2017, the committee discussed the following:

1. The member would like to install a black chain link fence with a gate over the common serviceside walkway. Instead of locating the fence on the yard line between the gardenside yard and the end side yard, the member would like to have it a few feet into the end side yard to align with a potential addition.
2. Locating the fence within the end side yard, prior to the construction of the addition seems premature, and the ARC members suggested to the member that at this time, he should locate the fence on the yard line. The member agreed to do this, therein removing the necessity for an exception.

3. The desire for locating a gate over the common walkway is understandable, as it would eliminate parallel fences on either side of the walkway, which can create a tunnel effect. The member's neighbor is in agreement with this proposed gate location. The member at 6J Hillside will take responsibility for removing the gate if the neighbors change their mind.
4. While there have been difficulties in the past with this proposed gate location, there have been situations where units have changed hands, and the new members do not like the arrangement of a gate over a shared walkway. Specifically, a neighbor has objected to walking through another neighbor's fenced area when a dog is involved; both for the presence of the animal in the same space and the possibility of having to walk through feces.

ARC recommended 4-0-0 that the Board of Directors grant an exception to allow the member at 6-J Hillside Rd to locate a fence gate over the common walkway, pending an agreement between members sharing that walkway.

Regarding the issue of harmonization, the ARC considered the following:

1. The member would like a black chain link fence as he finds that it is the least visible of all permitted fence styles. He planned to let the vegetation grow back over the fence which means that the fence would require very low maintenance.
2. There are several different fence styles in this row, included wood and chain link.
3. The ARC has no objections to the use of black chain link fence at 6-J Hillside Road, as this is a court of mixed fence styles.

ARC recommended 4-0-0 that the Board of Directors allow the member to install the fence style proposed. The reason for motion is the difficulty of defining harmonizing fence styles.

**Motion #1: I move that the Board of Directors grant an exception to allow the member of 6-J Hillside Rd to install a gate over the common walkway in the serviceside yard, on condition that the member agrees to relocate the gate and fence onto the yardline of 6-J Hillside at resale or by request of either the member or the adjacent member at 6-H Hillside Rd.**

Moved: James

Seconded: Holland

Carried: 7-0

**Motion #2: I move that the Board of Directors allow the installation of a black chain link fence at 6-J Hillside Rd.**

Moved: Jones

Seconded: Seely

Carried: 7-0

6d. Architectural Review Committee's Re-evaluation of GHI rules for Doors

During its meeting on November 15, 2017, the Board directed that the Architectural Review Committee (ARC) re-evaluate the permitted exterior door styles in the Member Handbook and report back to the Board by January 31, 2018. This request was generated by an exception request by the member at 46-E Ridge to install a door with arched features and decorative glass. The exception request was not granted. The member initiated an informal petition on social media for

GHI to reconsider the door styles that are permitted.

During its meeting on December 13, 2017, the committee considered the following points:

1. Comments made by the member of 20-Q Ridge who attended the ARC meeting and spoke against the “restrictive” door rules. The member had previously installed a non-conforming door on his unit without an exception.
2. The current rules regarding exterior doors do not permit ornamental glass or rounded features to exterior doors, as these elements differ greatly from the original, simple door styles of Old Greenbelt.
3. Some members see these restrictions as unnecessary and limiting to their expression of their personal taste, and would prefer that they be dropped. Members are permitted to paint their exterior doors any one color they choose, as long as they get consent from neighboring members.
4. Other members think that limits to door styles enhance the overall aesthetic appearance of GHI, giving it a more united appearance that underscores the nature of the coop.
5. Restrictions on doors styles seem to the ARC, to be a small price to pay in order to preserve the unique and historic nature of Greenbelt.

ARC recommended 4-0-0 that the Board of Directors uphold the rules on doors as they now stand in the Member Handbook. The reasons for the motion were as follows:

1. The current rules reinforce the specialness of Greenbelt and its historic landmark status.
2. The GHI mission statement includes "celebrating and respecting the historical legacy and ideals of the original Greenbelt plan. We will maintain, protect and enhance the assets of our cooperative including the buildings, architectural design..."
3. GHI is quite flexible in accommodating members’ needs and desires, like allowing additions. Limiting personal stylistic choices in doors has no impact on how members can use their homes, but does affect the community overall.

**Motion: I move that the Board of Directors accept the Architectural Review Committee’s recommendation to uphold GHI’s current rules on doors as stated in GHI’s member handbook.**

Moved: James

Seconded: Jones

Carried: 4-2-1

Opposed: Kapfer, Holland

Abstained: McFadden

6e. Request by the Member of 7-J Crescent Rd to Purchase an Abandoned Boiler Room to be Used for Storage Space

A letter from Mr. Harry Schomberg, the member of 7-J Crescent Rd that states his interest in purchasing the perpetual use of the abandoned boiler room that is under the first floor of his unit and adjacent to his basement. There are two units in this row – 7-J and 7-K Crescent Rd. The entire boiler room is below the first floors of both units; the portion of the boiler room under Mr. Schomberg’s unit is 9’x10’. Mr. Schomberg would like to convert the boiler room space under his first floor to a storage area.

An agreement for the purchase of boiler room rights that a member purchased for \$500 in 2011.

In the past, there were problems of water infiltration in the boiler room. At present, this is not a problem, since GHI corrected the problem.

Staff recommends the following actions if the Board considers selling the boiler room space to the member:

1. The sale should be contingent upon the member being responsible for future remediation of drainage problems and any related damage to stored items.
2. The sale should be contingent upon the member allowing staff and utility company personnel access to the boiler room, to undertake maintenance.
3. If any modifications are made to the boiler room, the member must obtain prior written approval from GHI to do so.
4. Since the member would have to traverse steep stairs when accessing the boiler room, he should be required to indemnify GHI for liability due to any accident arising from his use of the stairs. The member should be required to hold a HO-6 policy. Insurance is often used in conjunction with a hold harmless agreement to provide a layer of protection.

**Motion: I move that the Board of Directors approve the sale of the portion of the boiler room that is under the first floor of 7-J Crescent Rd to the member of that unit for the amount of \$500, contingent on the member's acceptance of the following conditions:**

1. The member shall be responsible for future remediation of drainage problems in the boiler room and GHI shall not be liable for any related damage or loss to stored items.
2. The member shall allow staff and utility company personnel access to the boiler room to undertake maintenance.
3. The member must obtain prior written approval from GHI before making any modifications to the boiler room.
4. The member shall be required to hold a HO-6 insurance policy.

Moved: Jones

Seconded: James

Amended and  
voted on later.

**Amendment: I move to amend the motion to add a #5 "The member shall be required to indemnify GHI from any accident arising from the member's use or anyone authorized by the member, of the boiler room."**

Moved: Kapfer

Seconded: Jones

Carried: 7-0

**Motion as Amended: I move that the Board of Directors approve the sale of the portion of the boiler room that is under the first floor of 7-J Crescent Rd to the member of that unit for the amount of \$500, contingent on the member's acceptance of the following conditions:**

1. The member shall be responsible for future remediation of drainage problems in the boiler room and GHI shall not be liable for any related damage or loss to stored items.
2. The member shall allow staff and utility company personnel access to the boiler room to undertake maintenance.

3. **The member must obtain prior written approval from GHI before making any modifications to the boiler room.**
4. **The member shall be required to hold a HO-6 insurance policy.**
5. **The member shall be required to indemnify GHI from any accident arising from the member's use or anyone authorized by the member, of the boiler room.**

Moved: Jones

Seconded: James

Carried: 7-0

6f. Proposed Agenda for the Special Membership Meeting on February 8, 2018

On October 19, 2017, the Board decided to hold a special membership meeting on February 8, 2018 to seek membership approvals for contracts to remove asbestos in crawlspaces of frame units and also for multi-year homes improvement contracts covering the period 2018 to 2020.

A proposed agenda for the special membership meeting on February 8, 2018. Based on the bylaws, the agenda must be mailed to the membership between January 19 and January 29. The Board should decide (by consensus) what changes should be made to the draft agenda.

**By Consensus:** The Board approved changes to be made to the draft agenda.

6g. Deadlines for Members to Submit Survey Forms

For the purpose of ensuring timely ordering of materials and commencement of the work in 2018 and later cohorts, as well as to minimize continuous revisions of ordered components, staff proposes that the deadline for surveys to be returned from members should be the Fridays, 16Mar2018, 15Mar2019, and 13Mar2020, with no extensions to these dates. Thereafter, staff will order default entry door choices for members not responding.

**Motion:** I move that the Board of Directors approve Fridays, March 16, 2018, March 15, 2019, and March 13, 2020 as the deadlines for member choice surveys to be returned to staff.

Moved: Holland

Seconded: Seely

Carried: 7-0

Item of Information

7a. Drainage Problems at 127 Greenhill Rd.

At its meeting of 14Dec17, the Storm Water Management Task Force (SWMTF) discussed the current status of Prince Georges County DoE proposals requesting right-of-way in GHI Parcel W. Requesting property owner at 127 Greenhill, Michael Cantwell, has currently proposed a solution that would affect only his property. The SWMTF voted to recommend that GHI support Mr. Cantwell's proposal, because it did not affect any changes to GHI property.

With his proposal, Mr. Cantwell stated "I trust GHI will continue help as it can." The implication is for GHI to monitor the storm water flows uphill from his lot and move obstructions that divert storm water into his lot. During the August 30th field meeting, the water bars on the steep path in Parcel

W were suggested by Woodland Committee member, Lynne Slater. Ben Fischler proposes that one aspect of diverting these storm water flows could be the installation of water bars along a woodland foot path in Parcel W. This was discussed with county engineers at a field meeting on August 30th. The county engineers offered potential assistance, but they are not familiar with working in protected woodlands and concerns were brought up about coordinating this with the Forest Conservation Management Plan, so Ben has been trying to talk with DNR staff about this; GHI did get a reply from DNR staff via email on December 19th. At the 20Dec Woodlands Committee meeting, the committee decided to not make a recommendation on Mr. Cantwell's proposal. In the long-term, the SWMTF concludes that GHI needs to reduce the storm water flows from the courts on Ridge and Research Roads, uphill from the woodlands in Parcel W. Any such long-term plans would need to include the city, as much of the storm water running through these courts and Parcel W is coming from city property (Ridge Road and Research Road). Projects similar to 20 Ridge may be the answer here, which will require more grant funding

7b. Board 12 Month Action Plan and Committee Task List

7c. Monthly GHI and City Calendars

7d. President's Items

7e. Board Members' Items

7f. Audit Committee's Items

7g. Manager's Items

**Motion: To adjourn.**

Moved: Kapfer

Seconded: Jones

Carried: 7-0

The meeting adjourned at 9:28 p.m.

Ed James  
Secretary