**Board Members Present:** Gary Heal, Dan Mathias, Amy Rispin (by phone), Curt Larsen, Paula Walker, Jack Andre, Tony Spakauskas and Vince Barazzone

**Board Members Not Present:** Fran Borsh

**Staff Present:** Rhea Webster (Association Manager) and Jeff MacDonald (Project Manager/Inspector)

**Property Owners Present:** None present

**Call to Order:** Gary Heal, President of the Board of Directors for the Drum Point Property Owners' Association (DPPOA), called the meeting to order at 7:00 p.m. He stated that the meeting is being recorded, and Robert’s Rules of Order govern the proceedings. He reminded all present to not speak until recognized by the Chair.

**President’s Remarks:** Gary stated that the Southern Calvert Land Trust (SCLT) and the Drum Point Project, Inc. (DPPI), aka the Drum Point club, have requested that the Board consider exempting both organizations from payment of Covenant fees and Mandatory Assessments (see discussion below).

**Public Comment –** None present

**Approval of Minutes:** Paula Walker made a motion to accept the minutes, as corrected, from the July 14, 2015 meeting. The motion was seconded and passed unanimously.

**Office Report:** Rhea Webster reported the following:

* Mark Perry of Toal, Griffith and Ragula, accountants for the DPPOA, will be here August 12th to conduct the annual audit. The audit is a requirement of the Special Tax District agreement. Documents have been gathered in support of the audit, including bank statements and reconciliations, copies of minutes, accounts receivable reports etc.
* At Gary’s request, proposals for the next round of bush hogging were requested from the following companies: Brickman Landscaping, Denison Landscaping, Grover’s Lawnscape, and Randy Lee.
	+ In Gary’s absence, representatives from Denison and Brickman were driven around the community to view the scope of work.
	+ The scope of work was also discussed with Mike Toro, the foreman from Grover’s Lawnscape, our snow plow contractor, as well as Randy Lee who performed the most recent round of bush hogging.
	+ The proposals were to be submitted using a break down as follows: the actual bush hogging, the hand trimming of the causeways and guardrails and the trimming of two vacant lots).
	+ Responses to the Request for Proposals for bush hogging have been received from Grover’s Lawnscape and Randy Lee. Calls were made to both Brickman Landscaping and Denison Landscaping. Denison hopes to submit their proposal by the end of this week. There has been no response to the voice message left for the representative from Brickman
* Property tax bills have been received:
	+ This year’s total bill is $1,926.42 an increase of $49.49 over the previous year
		- Total for undeveloped lots is $175.16 (a decrease overall of 4.69)
		- 401 Lake Drive - $1,721.56 (an increase over the previous year of 45.18)
* The Association office will be closed from September 8th -11th inclusive.

**Round Table:**

* Vince Barazzone will inspect the security cameras Saturday, replacing the batteries and reviewing the video from each.
* Curt Larsen will inspect the condition of the bio logs and determine how well they are functioning. The bio logs were put into place on an undeveloped lot owned by the Association. The purpose of the bio logs is to impede the flow of storm water through the lot. The storm water carries sediment across Rousby Hall Road, which contributes to the silt in Leason’s Cove.

**Committee Reports:**

**Action Items** – Jeff MacDonald reported the following:

* The paving work in the Deer Drive/Johnson Drive area is complete. Some re-grading was needed in order to assure a smooth transition between the paved surface of the road and some driveways.
* A repair was done to a driveway swale on McMichaels Drive. ABM Construction did the initial re-grading in June 2015 and returned to address some degradation of the swale since that regrading.

**Roads Committee:** Gary Heal reported a meeting will be scheduled upon his return from travel on October 5th. Jeff MacDonald will provide a list of suggested roads projects.

**Finance Committee:** Amy Rispin reported as follows:

* QuickBooks is now set up according to class.
* The Profit and Loss statement (actual expenses against the budget) and the Profit and Loss statement by class were distributed. The Profit and Loss by Class statement is new and shows expenses separately, against the total budget for all income streams.
* Once the audit is complete, the liabilities and assets data will be entered into the recently created company file, and a Balance Sheet will be distributed.

**Environmental Committee:** Amy Rispin reported that the State Highway Administration will be contacted regarding their efforts to address drainage from Rousby Hall Road into Leason’s Cove. They inspected and surveyed the area several months ago to determine what can be done.

**Planning Committee:** Gary Heal stated that a meeting will be scheduled in October. The amount of the next Special Tax District will be discussed.

**Safety Committee:** Gary Heal reported that Peter Holt, Chair of the Safety Committee, reported to him that the pole which holds our HAM radio antenna is in need of replacement. Peter is trying to secure a metal tower to replace the existing pole. The Calvert Amateur Radio Association is also working with the County Emergency Response Center to erect a new relay antenna in Barstow, just outside of Prince Frederick. The relay tower will enhance communications.

**Welcoming Committee:** Paula Walker reported that she is working with Fran Borsh on a new welcome letter to be provided to newcomers. Paula suggested members of the Board hold small meetings with newcomers on a regular basis in order to answer questions and welcome them to the community. An announcement can be placed in the quarterly newsletter.

**Old Business:**

**Equipment Purchase:** The following was noted:

* + Consideration is being given to the purchase of a zero-turn mower from a local company, Grand Rental Station [Cost approximately $3,300.00 – see minutes July 14th meeting]. This may be an alternative to having the bush hogging done by a contractor (see Office Report above).
	+ The purchase of equipment would allow for bush hogging and maintenance of the rights of way on an as needed basis; however this would involve additional oversight of contractors.
	+ After discussion, it was decided to include further consideration of both options on the next meeting agenda, pending responses from Brickman and Denison.

**New Business:**

**SCLT and DPPI Fee Agreements:** Requests have been made by both organizations to be made exempt from payment of Covenants fees and the Mandatory Assessment (see President’s remarks). The following was noted:

* + The SCLT currently owns 42 lots (property owners in Drum Point often donate unbuildable lots to the Land Trust, a Non-Profit organization). These donations afford the property owner who donates the lot a tax benefit. The DPPOA cannot offer this tax benefit due to its tax status as a Not-for-Profit, rather than a Non-Profit.
		- These lots are designated green space and can never be developed.
		- As a Land Trust, the SCLT does not pay County or State taxes.
		- The SCLT has submitted a draft Letter of Agreement regarding the organization’s role in preserving vacant lots as open space. The agreement includes the statement that the group agrees to “forgo its voting privileges and rights of use of amenities.”
	+ After discussion, a decision was made to submit the draft agreement to Thomas Schild, attorney for the Association, for a written opinion concerning any liability on the part of the Association with regard to these undeveloped lots.
	+ The Drum Point Club will also submit an agreement outlining a number of tradeoffs being proposed to offset the fees, for example use of the Club for General Membership meetings and the opening of the Club to all community members several times each year.

**Houses in Disrepair:**

**Cree Drive:** A report was received in the Association office of a house on Cree Drive that was without electricity and of young children approaching the neighbors for food. The Calvert County Zoning Enforcement office was contacted regarding the lack of electricity. There are no rules against living in a house without electricity. The Sheriff’s office was contacted regarding the children. A day or two later the house was vacant. The owner has been sent a letter describing the condition of the house.

**Mohawk Drive:**

An abandoned house on Mohawk Drive has been sold at tax auction. The original owner is now trying to retake possession. The house has been in a state of disrepair for a number of years. The Association cannot enter the property for fear of being charged with trespassing. The original owner had claimed his ex-wife, now deceased, had taken possession of the property at the time of their divorce. The County had considered a cleanup plan for several similar houses in the County but dismissed the plan when the cost was determined to be too high.

The next meeting of the Board is scheduled for September 8th. The General Membership meeting is scheduled for Wednesday evening, September 9th at 7:00 p.m.

Vince Barazzone made a motion to adjourn the meeting. The motion was seconded, and the meeting adjourned at 8:20 p.m.