**Board Members Present:** Gary Heal, Amy Rispin, Curt Larsen, Paula Walker, Jack Andre

**Board Members Not Present:** Dan Mathias (excused), Tony Spakauskas, and Vince Barazzone

**Staff Present:** Rhea Webster, Association Manager

**Property Owners Present:** Peter Holt and John Rovero

**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 Heal reported the following:

1. The cleanup of the community beach has been completed by the contractor.
	1. Storms in early October left large amounts of debris on the community beach, including pieces of asphalt which had broken away from the parking area.
	2. There is a small amount of tree debris which the contractor was unable to remove. This debris is below the mean high water mark and will be removed by day labor.
	3. The beach gate, which had been closed over safety concerns due to the debris, reopened last week. Gary Heal suggested that, without objection and barring any security issues arising, the gate will remain open throughout each day for the winter season.
2. A tree which fell across Mills Creek Drive was removed to the unpaved portion of the right of way by volunteers. Clean-up was completed by day labor.

**Public Comment:** None offered

**Approval of Minutes:** Curt Larsen made a motion to accept the minutes from the November 3, 2015 meeting as distributed. The motion was seconded and passed unanimously.

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

* Mid-year statements were sent to 392 property owners who owe less than $300.00. Those owners who owe more than $300.00 also received a letter advising them that a claim will be filed if they do not contact the office or submit payment by December 15th.
* 69% of property owners have paid their accounts in full (this is an increase from 64% reported previously).
* The Newsletter was mailed or sent via e-mail November 30th (less than 500 are sent by U. S. Post and more than 700 are sent by e-mail).

**Round Table:** No report

**Committee Reports:**

**Action Items:** No report

**Roads Committee:** Gary Heal reported the following:

1. A report of a collapsed concrete culvert at the corner of Deer Drive and Noni’s Way was received from an owner on Deer Drive. Upon inspection, it was apparent that the culvert was not collapsed, merely clogged with leaves, which were removed.
2. A report was received about standing water at the Bay View Drive Causeway. An area on the unpaved portion of the right of way was cleared of debris in order to allow the water to drain along the shoulder of the road.
3. There is a drainage issue on Bay Drive, north of the Bay Drive Causeway. The swale is silted in and will need to be regraded. Jeff MacDonald, Project Manager for the Association, will address the issue and provide an estimate for the cost to clear and regrade the swale.
4. John Rovero, a property owner, has volunteered to be a member of the Roads Committee. Mr. Rovero is the Deputy Public Works Officer for the Department of Public Works on the Patuxent River Air Naval Station (Pax River). After brief discussion, the following motion was made:

**Motion:** Paula Walker made a motion to include Mr. Rovero as a member of the Roads Committee. The motion was seconded and passed unanimously.

**Finance Committee:** The Balance Sheet, Profit and Loss Statement and Profit and Loss Statement by Class were distributed. Amy Rispin, DPPOA Treasurer, reported the following:

1. The Balance Sheet is now complete and shows assets and liabilities (these were not included in the newly created company file until after the completion of the previous fiscal year’s audit).
2. A transfer of $6,000.00 was made from the DPPOA Reserve Account to the DPPOA Account for payment of planned office maintenance, such as newly installed flooring in two rooms, painting and the upgrade of the plumbing.
3. The annual retainer fee has been paid to the Attorney. The purchase of the upgraded mower, payment for the repaving of the Deer Drive area and the percentage paid to the Project Manager for the repaving, have been posted to the accounts.
4. A meeting of the Finance Committee will be scheduled in January.

**Environmental Committee:** Amy Rispin reported the following:

1. The Board of County Commissioners (BOCC) for Calvert County is studying projections for water use in Calvert County. The source of water for Calvert County residents is from ground water aquifers.
	1. June Sevilla, a chemical engineer who lives in Cove Point, spoke at a meeting held by the BOCC and raised a number of concerns about the effect of the expansion of the LNG Plant on the aquifers.
	2. The Environmental Committee will meet to discuss this issue. The agenda for the next meeting will also include discussion of Phragmites, an invasive plant species.

**Safety Committee:** Peter Holt, Chair of the Committee, reminded everyone that we are entering the winter weather season. Storm preparation on the part of the Safety Committee includes the ability to communicate via e-mail, radio, and other methods before, during and after a weather event. Should there be a bad-weather event, the Safety Committee would establish what the needs of the community might be, then turn over the decision-making process to the Board of Directors. There are currently 11 members of the Committee as well as many others willing to lend a hand during an emergency (the Board may wish to revisit the membership roster). While the mid-Atlantic does not typically experience many weather disasters, there is a need to remain alert and prepared.

**Planning Committee:** No Report

**Welcoming Committee:** Paula Walker said that she and Dennis Baker have met and discussed the implementation of some new forms of communication with the community such as Twitter and Facebook [while there is a DPPOA Facebook page, there is a need to reestablish it as a private group page].

**Old Business:**

**SCLT and DPPI Agreements:** Gary Heal reminded the group that the Southern Calvert Land Trust (SCLT) and the Drum Point Project, Inc. (DPPI), aka the Drum Point club, requested that the Board consider exempting both organizations from payment of Covenant fees and Mandatory Assessments. The following was noted:

1. The SCLT Agreement is not yet final.
2. The final proposal from the DPPI is a “quid pro quo” agreement (a “this for that” agreement) as advised by Thomas Schild, attorney for the Drum Point Property Owners’ Association. In exchange for an exemption from the payment of fees, the Drum Point Club will:
	1. Increase the number of DPPOA General Membership meetings from four per year to six per year. There will be no fee for use of the Club for these meetings.
	2. Allow the continued use of the lot where the Drum Point sign is situated (corner of Barreda Boulevard and Rousby Hall Road). As in years’ past, there will be no charge for use of this lot.
	3. Allow the use of the Club for two community events each year to be held in conjunction with the Drum Point Club.
3. After discussion, the following motion was made:

**Motion:** Curt Larsen made a motion to accept the agreement as presented. The motion was seconded for purposes of discussion. After discussion, Amy Rispin made a motion to table the original motion. The motion was seconded and after discussion, failed by a margin of two in favor (Amy Rispin and Paula Walker and three against (Gary Heal, Curt Larsen and Jack Andre). The original motion was voted upon and passed by a margin of three in favor (Gary Heal, Curt Larsen and Jack Andre) and two against (Amy Rispin and Paula Walker).

**New Business:**

**Surf Road Footbridge:** In September 2003, Hurricane Isabel damaged Surf Road. As a result, the road was closed to through traffic. In order to provide easier access for pedestrians, a foot bridge was installed in place of a culvert on Surf Road in approximately 2006. A property owner, whose lot is adjacent to the washed-out portion of the road, has requested that the culvert be replaced and the footbridge removed in order to restore vehicular access to his lot. The following was noted:

1. There is pedestrian access to the property.
2. There is a community boat ramp from which the property owner can launch his jet skis (a reason given by the owner for his request).
3. There are a number of lots in Drum Point, whose owners do not have vehicular access due to the fact that roads were not built in some areas. The lot in question is situated in the Critical Area and due to erosion over the years, sits well below the mean-high water mark.

**Motion:** Curt Larsen made a motion to deny the request by the property owner to replace the culvert under Surf Road. The motion was seconded and passed unanimously.

**Special Tax District V (STD V) Proposal:** Gary Heal stated that the Planning Committee met to discuss the upcoming proposal for the next Special Tax District. The minutes to that meeting and a spreadsheet were distributed to the Board. The following was noted:

1. The Planning Committee recommended the amount of the next STD be $125.00 per lot/per year, a reduction from the current $150.00 per lot/per year.
2. The proposed budget includes $4,900.00 for administrative expenses and $40,000.00 for operations and maintenance with the balance of the revenue devoted to Capital Expense projects, to include paving and rejuvenation.
3. Legal fees as well as many other administrative expenses will be funded primarily from the DPPOA budget, and a large portion of the paving expense will be budgeted from Covenant fees.
4. There will be special meetings held with the community in order to inform property owners of the proposal and gather input. Once a final proposal is drafted, it will be submitted to the County for approval. The County will conduct a public hearing in order to gather input from the community.
5. The County Finance Office and several Commissioners have been consulted during this process.

**Motion:** Gary Heal made a motion to approve the STD V budget at $125.00 per lot/per year, subject to the review and approval of the Finance Committee regarding the inner workings of the proposed STD budget. The motion was seconded and passed unanimously.

The next meeting of the Board is scheduled for January 5, 2016 at 7:00 p.m.

**Public Comment:** Peter Holt, a long-time member of the Drum Point Club, commented on the newly-approved agreement between the DPPOA and the Drum Point Club (DPPI) and the importance of the two entities working together. He suggested the agreement should be mentioned at the upcoming General Membership meeting.

Curt Larsen made a motion to adjourn the meeting. The motion was seconded and approved unanimously. The meeting adjourned at 8:40 p.m.