**Board Members Present:** Gary Heal, Curt Larsen, Paula Walker, Jack Andre and Tony Spakauskas

**Board Members Not Present:** Dan Mathias (excused), Amy Rispin, Vince Barazzone

**Staff Present:** Rhea Webster, Manager – Jeff MacDonald, Project Manager

**Property Owners Present:** Libby Fall

**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. Drum Point Day will be co-sponsored by the DPPOA and the Drum Point Club and is scheduled for July 4th at the Club. Volunteers are needed and should contact Rhea. An organizational meeting will be held in the coming days.
2. The community beach gate is, once again, being opened and closed for the summer season. Rhea is overseeing the schedule for the volunteers who man the gate Monday through Friday. The weekend beach patrol will begin their duties with the Memorial Day weekend and continue through Labor Day. They will monitor visitors to the beach for ownership and/or residency.
3. According to Vince Barazzone, who lives near the community beach, there have been some incidents of people driving a four-wheel drive vehicle onto the sand. He offered to strategically place two or three telephone poles to block drivers from entering the sandy area of the beach adjacent to the parking lot.
4. Jeff MacDonald, Project Manager, will discuss upcoming proposals for capital projects.
5. There are two new Board members, Libby Fall, who is with us this evening and John Rovero. The election of officers will be held during the first meeting of the new Board in July.
6. The Drum Point Club has requested reimbursement for the Special Tax District fee for 2015. According to the quid pro quo agreement between the Club and the DPPOA, the Club is exempt from payment of the Special Tax District as of the date of the agreement.
7. Rai Sharma, Director of the Calvert County Department of Transportation and Public Works, notified the office that the County will transfer the expense for the 80-plus street lights to the Association beginning with the July 2016 billing cycle. While the possibility of this happening had been raised for discussion, we had been informed that it would not happen this year. The total cost for the lights will be approximately $11,700.00 annually. This expense can be paid from STD carryover funds, despite there being no budgeted line item. However, if the STD is to fund the expense the following year, there will be a need for a new Special Tax District.
8. After tonight’s meeting, the Board will adjourn to Executive Session to discuss a pending court case in addition to employee compensation.

**Public Comment:** None offered

**Approval of Minutes:** Curt Larsen made a motion to approve the minutes from the April 5, 2016 meeting of the Board, distributed previously via e-mail. The motion was seconded and passed unanimously. The minutes were accepted as written.

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

1. As of today, the percentage of property owners who have paid all fees for the upcoming fiscal year stands at 61%.
2. The quarterly reimbursement for STD administrative and operating expenses for the first calendar quarter has been received from County-held funds, in the amount of $14,244.42. In addition, $5,807.50 was received for work on Bay Drive (see Item 1 under Action Item report below).
3. Claims have been filed against seven property owners. Of those seven, one property owner has paid in full, in the amount of $676.00, including court costs. One owner has made a partial payment, and one has contacted me regarding his intention to make full payment in the amount of $697.00. In addition, one owner has filed a motion to defend and will appear in court.
4. A total of $13,985.00 has been collected from 40 owners whose accounts were significantly in arrears. A letter, threatening court action, was sent to property owners whose accounts were in danger of having a claim filed.
5. We’ve received notice that our request to receive reimbursement from FEMA for the cost of snow removal for a January snow event is complete and will be filed in the amount of $30,823.82. We are eligible to receive up to 75% ($23,117.87) of the cost of snow removal during a 48-hour period for the late January storm. Any money received will be forwarded to our County-held STD funds account.

**Round Table:**

Jack Andre reported that a neighbor alerted him that visibility is difficult at the corner of Laurel Way and Bay View Drive due to an overgrowth of vegetation in the right of way. Gary Heal stated that the rights of way are in the process of being trimmed, and the contractor who does this work will be alerted to the need to address this area in particular.

Paula Walker asked about drainage in the right of way near the intersection of Harbor Drive and Marine Drive. Work has been done in this area in the past, but the flatness of the topography makes it a difficult issue to address, and further work would be prohibitively expensive.

**Committee Reports:**

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

1. Work to correct a problem with standing water in the right of way on Bay Drive is complete, with 60’ of pipe replaced. Reimbursement has been received from County-held STD funds (see Item 2 under Office Report above).
2. Three other minor areas of concern are being or have been addressed:
   1. Laurel Way: Fear about the possibility of storm water drainage and its effect on a driveway on Laurel Way was addressed with the cleanout of the swale and pipe.
   2. Parran Drive: Rip rap stone placed, some years ago, in a shoulder swale was not installed in the shape of an inverted ditch; rather the stone was simply dumped in the existing ditch. Storm water has begun to go around piles of the stone and erode the outside edges of the swale. The stone will need to be moved and the ditch reshaped.
   3. Raine Road: Snowplows working this past winter ran off the edge of the pavement and rutted the shoulder for several feet, leaving an unprotected edge of pavement for a length of approximately 100 feet. The rutted edge of the shoulder needs to be filled with CR-6 and compacted.

Work on Parran and Raine are relatively small jobs (likely less than $2,000.00 for both), and several contractors who have been contacted are not interested. Jeff will meet with Mike Toro, who works for Wes Grover’s company, Patuxent Underground, tomorrow to discuss the work.

1. The balance of Deer Drive, Captains Way and Court David are slated for the next phase of re-paving (0.964 mile). This area is the lowest lying in Drum Point and as such, is the most in need. With oil prices continuing to be low, the price should be similar to last year’s repaving project and is estimated at $119,000.00 - $125,000.00. Price is affected by the cost of asphalt as well as the amount used, which can vary due to the uneven road depth in some areas. This uneven depth can cause a variance in cost of up to $5,000.00.

**Roads Committee:** No report

**Finance:** The Balance Sheet, Profit and Loss - Budget to Actual and Profit and Loss by Class were distributed.

**Environment:** No report

**Planning Committee:** No report

**Safety Committee:** No report

**Welcoming Committee:** Paula Walker reported that only four newcomers attended the second newcomer get-together held at the Club on April 21st. Twenty-one hand-written invitations were sent, and this is a disappointing turnout. The Welcoming Committee will hold a meeting to discuss options.

**Old Business:**

**DPPI Agreement**

Per the above discussion (see Item 6 under President’s Remarks) regarding reimbursement of the STD to the Drum Point Club, Curt Larsen made the following motion:

**Motion:** To reimburse the Drum Point Project Inc. (Drum Point Club), per the quid pro quo agreement between DPPI and the DPPOA, for the 2015 Special Tax District at a cost of $2,400.00 to be paid from the DPPOA Mandatory Assessment budget. The motion was seconded and passed unanimously.

**New Business:**

**Fourth of July**

Paula Walker and Curt Larsen volunteered to help with the event (See Item 1 under President’s remarks). An e-mail will be sent to the community requesting volunteers, in particular someone to oversee games for the children.

The next meeting of the Board is scheduled for June 14, 2016 at 7:00 p.m.

**Public Comment:**

With no further regular business to discuss, Curt Larsen made a motion to adjourn to Executive Session to discuss employee compensation and a pending court case. The motion was seconded and approved unanimously. The meeting adjourned into Executive Session at 8:00 p.m.