**Board Members Present:** Gary Heal, Curt Larsen, Paula Walker, Vince Barazzone, Jack Andre, Tony Spakauskas, John Rovero and Libby Fall

**Board Members Not Present:** Amy Rispin

**Staff Present:** Rhea Webster, Manager

**Property Owners and Guests Present:** Chris McNelis – Property Owner and Realtor and Richard Lloyd – Attorney representing Merrill Scharmen (property owner)

**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 7:02 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.

Gary Heal stated that, without objection, the agenda would be amended to move the quit claim request, listed under new business, to the beginning of the meeting. Merrill Scharmen is requesting a quit claim be granted by the Board prior to the selling of his property. Hearing no objection, the agenda was amended.

**President’s Remarks:** The following was noted

1. The Board of County Commissioners (BOCC) approved the request by the DPPOA Board for the next Special Tax District (STD) in the amount of $115.00 per lot/per year.
   1. A public hearing was held by the BOCC on June 30th, the purpose of which was to hear and consider public input about the DPPOA Board’s proposal for the next STD. Fourteen property owners spoke in favor of the request and four spoke against.
   2. Commissioners Hart and Hejl recommended that the DPPOA Board continue to explore options which would allow for more community-based funding. The need for Drum Point to maintain its status as an STD for purposes of FEMA funding of declared emergencies was recognized, however, it was suggested that the primary funding for the community should be transferred to other revenue streams, such as the Mandatory Assessment.
   3. The petition was approved for a period of one year with the caveat that the DPPOA Board work with the County Attorney in order to draft an “exit strategy” by the end of the fiscal year. An appointment has been scheduled with John Norris, County Attorney.
2. There are two new picnic tables at the beach

**Quit Claim Request:** Merrill Scharmen, a Drum Point property owner, has requested that the Board grant a quit claim for an existing pier prior to the selling of his property. Chris McNelis, a property owner and realtor and Richard Lloyd, Esq. were introduced. Ms. McNelis and Mr. Lloyd spoke on behalf of Mr. Scharmen. The following was noted:

1. The original plats for Drum Point show that the Association owns a strip of land which runs along the waterfront and contiguous to all privately-owned properties.
2. Quit claims are granted in order to allow property owners to obtain County and State permits for the building and maintenance of docks and bulkheads.
3. The Board of Directors was given the ability to grant quit claims during the December 2007 General Membership meeting; however, the approval was for riparian rights only.
4. Ms. McNelis stated that the title insurance company will not insure the property until the quit claim has been agreed upon.
5. The document provided by the title insurance company uses the term convey with regard to the property in question. Association by-laws prohibit the Board from conveying property. It was suggested therefore, the document be reworded to clarify that the document refers to riparian rights only. If the title insurance company is not satisfied with this wording on the document, the request will have to be approved by the membership during the September meeting.

**Motion:** John Rovero made a motion to grant the quit claim for riparian rights only. The motion was seconded and passed unanimously.

**Approval of Minutes:** Curt Larsen made a motion to approve the minutes of the June 13th meeting, previously distributed via e-mail. The motion was seconded and passed unanimously. The minutes were approved as written.

**Election of Officers:**

* Libby Fall nominated Gary Heal as President. The nomination was seconded and passed unanimously.
* Paula Walker nominated Libby Fall as Vice President. The nomination was seconded and passed unanimously.
* Curt Larsen nominated Jack Andre as Treasurer. The nomination was seconded and passed unanimously.
* Gary Heal nominated Paula Walker as Secretary. The nomination was seconded and passed unanimously.

**Motion:** Per Article VIII, Paragraph 5 of the Association By-laws, Gary Heal made a motion to create a new officer’s position, with the title of Operations Officer. The duties would include the oversight of road repair and maintenance. Because of his background as a facilities manager on Patuxent River Naval Station, Gary nominated John Rovero to be the Operations Officer. The motion and nomination were seconded and passed unanimously.

**Public Comment:** None offered

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

1. Toal, Griffith and Ragula (CPA) will be conducting our annual audit, for presentation at the September general membership meeting. Documentation for the audit will be gathered and sent to the CPA in the coming weeks.
2. The request for the quarterly reimbursement of STD administrative and operating expenses for the second calendar quarter has been submitted to the County finance office, in the amount of $5,948.49.
3. Reimbursement for expenses associated with the January snow event has been received from FEMA in the amount of $23,117.87. This is approximately 75% of our total cost for the two-day storm. This amount will be forwarded to the Calvert County Treasurer’s office for deposit in the County-held STD account.
4. Drum Point Day was held, despite the rainy day. Lisa Stephens organized the children’s games, which were moved inside, and everyone ate under cover of the deck. We estimated that 50 – 60 people attended.

**Round Table:**

* Libby Fall asked about the repair of the standpipe on the Anchor Drive Causeway. Gary responded that proposals have been requested from J. Calvin Wood and Ed Crandall. Both are preparing estimates for the repair, which may involve partial drainage of the pond. Vince Barazzone suggested we contact Tri-Mellon, the company that did the beach repair last winter, and request an estimate for repair of the standpipe.
* John Rovero said that the construction at the Cove Point LNG Plant is being accelerated.
* Curt Larsen commented on a property on Mills Creek that is classified as waterfront but is adjacent to a marsh, rather than the water itself and speculated on how best to respond to future requests for quit claims.

**Committee Reports:**

**Action Items:** In Jeff MacDonald’s absence, Gary reported that the pre-bid meeting for the 2016 paving contract has been set for tomorrow morning, the 13th of July at 7:00 a.m. The bid opening is scheduled for Friday, July 22nd at 10:00 a.m. As stated above, contractors are being contacted for estimates on the repair of the standpipe at the Anchor Drive Causeway.

**Roads Committee:** No report

**Finance:** No report

**Environment:** No report

**Planning Committee:** No report

**Safety Committee:** No report

**Welcoming Committee:** No report

**Old Business:**

**Beach Security:** There have been a few problems with people who do not have proper identification as Drum Point owners or residents, trying to access the beach. Off-duty Sheriff’s Deputies have been hired in the past at a cost of $40.00 per hour. This creates a presence in the community and seems to minimize any problems. After discussion, the following motion was made:

**Motion:** Vince Barazzone made a motion to hire off-duty deputies from the Calvert County Sheriff’s office on an intermittent basis as well as for all three days of the Labor Day weekend. The motion was seconded and passed unanimously.

**New Business:**

**Reaffirmation of Standing Committees:** Gary Heal read a list of all committees and their members. After discussion, the following motion was made:

**Motion:** Curt Larsen made a motion to reaffirm all committees. The motion was seconded and passed unanimously.

**Reaffirmation of the Policies and Procedures Manual:** Gary Heal summarized the purpose of the Policies and Procedures Manual and stressed the need for it to be updated. After discussion, the following motion was made:

**Motion:** John Rovero made a motion to reaffirm the Policies and Procedures Manual. The motion was seconded and passed unanimously.

**Confidentiality Agreement:** Gary Heal stated that the new Board members will be given a copy of the Confidentiality Agreement to review and sign. The agreement provides guidance concerning Executive Sessions of the Board and what information may and may not be shared with those not on the Board.

**Trash Can at River View Drive:** A request by a property owner to install a trash can at the River View Causeway was raised for discussion. John Rovero will research options.

The next meeting of the Board is scheduled for August 9, 2016 [Note: This date was later changed to August 16, 2016].

**Public Comment:** None offered

With no further regular business to discuss, Gary Heal made a motion to adjourn. The motion was seconded and approved unanimously. The meeting adjourned at 8:30 p.m.