**Board Members Present:** Gary Heal, Curt Larsen, Tony Spakauskas, John Rovero and Libby Fall

**Board Members Not Present:** Amy Rispin, Paula Walker, Vince Barazzone and Jack Andre

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

**Property Owners and Guests 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 7:02 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.

**President’s Remarks:** Gary Heal stated that, as directed by the Board of County Commissioners, he will be meeting with John Norris, Calvert County Attorney to discuss the suggestion by the BOCC that Drum Point transition away from Special Tax District funding of Drum Point. The Board will adjourn to Executive Session after tonight’s regular meeting to discuss the issue.

**Approval of Minutes:** John Rovero made a motion to accept the minutes, previously distributed via e-mail to the Board. The motion was seconded and passed unanimously. The minutes of the July meeting were accepted as written.

**Public Comment:** None offered

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

1. Toal, Griffith and Ragula (CPA for the Association) conducted the annual audit on August 15th. It will be ready for presentation in time for the General Membership meeting, scheduled for September 21st.
2. Claims have been filed against six property owners. The total to be collected is $2,447.00, plus court costs of $284.00.
3. Property Taxes:
   * Developed property - $1,892.84 (1 lot) (Last year - $1,926.42)
   * Undeveloped properties - $175.16 (47 lots) (Last year - $176.16)
   * Total - $2068.00 (Last year $1,926.52 for an increase of $141.58)
4. The DPPOA office received a request for recommendations for the Christmas in April program (This is a program which benefits property owners whose homes are in a state of disrepair). Recommendations must be submitted to the Christmas in April program no later than September 30th.

**Round Table:**

* Libby Fall commented on a right of way that a property owner on Deer Lane suggested be trimmed. This has been done.
* John Rovero said he is willing to inspect the community, prior to the coming winter season, to determine if there is a need for the trimming or removal of any trees from the right of way.

**Committee Reports:**

**Action Items:** Gary Heal reminded the group that the paving contract had been approved via e-mail and asked for a motion to affirm that approval:

**Motion:** Curt Larsen made a motion to approve the proposal submitted by Sheehi Paving Company [$108,879.00]. The motion was seconded and approved unanimously.

Jeff MacDonald reported that Bobby Sheehi indicated work should begin on or about September 1st. A site visit was conducted on August 11th to review the scope of work. A letter will be sent to property owners adjacent to the work area on Deer Drive. There will be one or two days of prep work done, with the actual paving taking another three days and follow up shoulder work to be done shortly thereafter.

**Roads Committee:** Gary Heal reported that proposals for the repair of the standpipe at the Anchor Drive Causeway were requested from several contractors [the pipe has rusted and needs to be welded]. The only proposal received was from J. Calvin Wood Company in the amount of $2,300.00.

**Motion:** Curt Larsen made a motion to accept the proposal from J. Calvin Wood for the repair to the Anchor Drive Causeway standpipe in the amount of $2,300.00. The motion was second and, after discussion, passed unanimously.

Signs will be placed instructing people to stay off this and other standpipes in the community.

**Finance:** No report

**Environment:** Tony Spakauskas asked about plans for eradication of Phragmites (an invasive species found in many areas adjacent to the water). There is money in the budget to address the area around the footbridge on Surf Road. Amy Rispin is investigating options.

**Planning Committee:** No report

**Safety Committee:** Gary Heal reported that Peter Holt (Chair of the Committee) sent an e-mail regarding safety around downed power lines (Rhea posted the information on the website). Peter will return after the Labor Day weekend.

**Welcoming Committee:** No report

**Old Business:**

**DPPOA Waterfront Ownership:** The following was discussed:

1. During the July meeting of the DPPOA Board, Chris McNelis of the McNelis Group requested a quit claim on behalf of Merrill Scharmen, a property owner in Drum Point (the title insurance company involved with the transfer of the property required the quit claim before a policy could be approved). The quit claim request was approved for riparian rights only. Libby Fall reported that public records indicate that the transfer of the property has been completed.
2. There is a strip of land along the waterfront which is owned by this Association [above the strip owned by the State of Maryland] which gives access to the water to all property owners. The DPPOA By-laws do not allow the Board to a grant full quit claim of this strip of land [Article XI, Paragraph 8 states, “The purchase, transfer or encumbrance of deeded property or of dedicated common property shall require property owner approval].
3. During the March 2007 meeting of the General Membership, the DPPOA Board was granted the ability to grant quit claims for riparian rights only. These quit claims are often requested by property owners who wish to build or repair piers and jetties. Any additional changes to this policy would have to be approved by the membership.

**New Business:**

**Policies and Procedures Manual:** The Policies and Procedures Manual is in need of review and update.

**Motion:** Gary Heal made a motion to form an ad hoc committee, called the Policies and Procedures Committee, to explore changes and revisions to policies and procedures. Members will include Tony Spakauskas, Jack Andre, Libby Fall and John Rovero. Any meetings held by the committee must be posted on the website 24 hours in advance. The Committee will work with Rhea to update the manual.

**Beach Security:** Gary Heal reported on the random patrols being conducted by off-duty Sheriff’s deputies. There have been no major problems in the last few months. The patrols will continue through the Labor Day weekend.

The next meeting of the Board is scheduled for September 13, 2016.

**Public Comment:** None offered

With no further regular business to discuss, Gary Heal made a motion to adjourn to Executive Session to discuss ongoing discussion with the County regarding the Special Tax District. The motion was seconded and approved unanimously. The meeting adjourned to Executive Session at 8:00 p.m.