



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING
AGENDA
Saturday, December 19, 2020
9:00 am, Microsoft Teams Meeting

Call to Order – Larry Perrone, President

Pledge of Allegiance – All

Approval of Agenda – Board

Approval of Minutes

November 18, 2020 – Regular Meeting

November 18-19, 2020 – Closed Meeting

President's Remarks – Larry Perrone, President

GM Report – John Viola

Treasurer's Report- Doug Parks

Public Comments

Capital Purchases Requests – None

CPI Violations-

5 White Cap Lane (roof maintenance)

5 White Cap Lane (house number)

18 Harbormist Circle (roof maintenance)

4 Moby Dick Dr. (roof maintenance)

28 Birdnest Dr. (roof maintenance)

62 Falconbridge Rd. (roof maintenance)

61 Falconbridge Rd. (roof maintenance)

23 Falconbridge Rd. (roof maintenance)

21 Falconbridge Rd. (roof maintenance)

42 Bramblewood Dr. (roof maintenance & house number)

1 Maid Marion Lane (roof maintenance)

9 Chestnut Way (roof maintenance)

Unfinished Business –

Second Reading – Resolution C-14 – Camilla Rogers

Board Work Group Updates – Larry Perrone

New Business –

Motion – Approve Trash Removal Contract – Doug Parks

Motion – To Approve Accounting Firm – Doug Parks

Motion – HR Policies – Colette Horn

Discussion – Jenkins Point Project – Larry Perrone

Appointments – None

Adjournment to Closed Session for the purpose of matters pertaining to employees and personnel as permitted by the MD Homeowner's Association Act, Section 11B-111(4)(i) and consultation with staff personnel, consultants, attorneys, board members, or other persons in connection with pending or potential litigation or other legal matters as permitted by the MD Homeowner's Association Act, Section 11B-111(4)(iv) – Doug Parks



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING
Wednesday, November 18, 2020
7:00 pm, Assateague Room, Community Center

PRESENT: Larry Perrone, Doug Parks, Steve Tuttle, Colette Horn, Frank Daly and Tom Janasek. Camila Rogers' absence was excused.

ALSO PRESENT: John Viola, General Manager, 1 member of the press and approximately 1 Association member.

Call to Order – Larry Perrone called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Approval of Agenda

Mr. Parks moved to accept the Agenda, Ms. Horn seconded, all in favor.

Approval of Minutes

October 17, 2020 – Regular Meeting - Mr. Parks moved to accept, Ms. Horn seconded, all in favor.

October 21, 2020 – Special Meeting - Mr. Parks moved to accept, Ms. Horn seconded, all in favor.

October 28, 2020 – Special Meeting – Ms. Horn moved to accept, Mr. Parks seconded, all in favor.

President's Remarks – Larry Perrone – Mr. Perrone had no remarks.

GM Report- John Viola (see attached)

Treasurer's Report- Doug Parks (see attached)

Public Comments

Dick Neiman – 45 Wood Duck – assessment reporting suggestions

Capital Purchases Requests-

Public Works – John Deere Tractor with boom – Mr. Parks moved to accept the staff recommendation of \$150,250.28 for Atlantic Tractor. Mr. Daly seconded, all in favor.

Golf Maintenance – Rough Mower – Mr. Daly moved to accept staff

Recommendation of \$66,732.30 for Turf Equipment Supply Company. Ms. Horn seconded, all in favor.

Unfinished Business – None

New Business –

Discussion – Review of By-Laws – Colette Horn – Ms. Horn suggested a work group be formed to identify issues and make recommendations to resolve. The Board agreed.

Motion – To Allow GM to finalize Trash Removal Contract – Having received 2 bids on the trash removal contract for OPA, I move the board allow General Manager Viola to continue negotiations and conclude the contract with the vendor he chooses. - Larry Perrone – Mr. Parks seconded, all in favor.

Appointments –

Ann Shockley – 1st Term – Golf

Donald Nederostek – 1st Term – Budget & Finance

The above nominations were approved unanimously.

At 7:49 pm there were 2 Motions to Adjourn to Closed Session.

Adjournment to closed session for the purpose of discussing matters pertaining to employees and personnel; specifically pertaining to the general manager's annual performance review as permitted by the MD Homeowner's Association Act, Section 11B-111(4) (i). – Colette Horn – Mr. Perrone moved to amend the motion to include (iii) Consultation with legal counsel on legal matters. Mr. Daly seconded the amendment, all in favor. Mr. Daly moved to accept the amended Motion, Mr. Parks seconded, all in favor.

And - adjourn to closed session for the purpose of discussing matters pertaining to employees and personnel; specifically pertaining to an employee complaint regarding director ethics and conduct as permitted by the MD Homeowner's Association Act, Section 11B-111(4) (i). – Larry Perrone – Mr. Parks seconded, all in favor.

Respectfully submitted:
Camila Rogers, Secretary

*Please note at the October 21, 2020 Special Board Meeting – At 9:02 am, Mr. Perrone moved to Adjourn to closed session for the purpose of discussion of sections (4)(I), (ii) Protection of the privacy or reputation of individuals in matters not related to the homeowners association's business; (vi) specifically pertaining to discussion of matters pertaining to an employee, and consideration of the terms and conditions of a business transaction in negotiations stage if the disclosure could adversely affect the economic interests of the homeowners association) as permitted by the MD Homeowner's Association Act, Section 11B-111(4)((I),(vi)). Mr. Daly seconded, all in favor.

*Please note at the October 28, 2020 Special Board Meeting – At 7:02 pm, Mr. Perrone moved to Adjourn to closed session for the purpose of discussion of sections (4)(III). specifically pertaining to consultation with legal counsel on legal matters as permitted by the MD Homeowner's Association Act, Section 11B-111(4)(iii). Mr. Parks seconded, all in favor.

To: Ocean Pines Board of Directors
 From: John Viola
 Subject: Request for Compliance Action
 Date: November 18, 2020

Responsible Party	Jeremy Meyer
Ocean Pines Address & Sec./Lot	5 White Cap Lane, 01/0104
Mailing Address	Same as above
Responsible Party Phone #(s)	No phone # listed
Violation	Roof Maintenance
Violation Reference	Section 8.A.I. of the Declaration of Restrictions
Violation Reported	8/8/2020
Violation Confirmed	8/8/2020
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	8/8/2020
ARC Hearing and Results	9/15/2020; final letter then forward to General Manager
Follow Up Inspection	10/1/2020
CPI Notification to GM and ARC of Responsible Party not in compliance	10/1/2020
To Counsel for Court Order	10/8/2020
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and have cost of service added to assessments
Board Decision	

01-0104
5 White Cap Lane



To: Ocean Pines Board of Directors
 From: John Viola
 Subject: Request for Compliance Action
 Date: November 18, 2020

Responsible Party	Jeremy Meyer
Ocean Pines Address & Sec./Lot	5 White Cap Lane, 01/0104
Mailing Address	Same as above
Responsible Party Phone #(s)	No phone # listed
Violation	No House Number Posted
Violation Reference	Section 500.2.A. of the ARC Guidelines
Violation Reported	8/17/2020
Violation Confirmed	8/17/2020
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	8/17/2020
ARC Hearing and Results	9/15/2020; final letter then forward to General Manager
Follow Up Inspection	10/1/2020
CPI Notification to GM and ARC of Responsible Party not in compliance	10/1/2020
To Counsel for Court Order	10/8/2020
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, add house number to the exterior of the home and have cost of service added to assessments
Board Decision	

01-0104
5 White Cap Lane



To: Ocean Pines Board of Directors

From: John Viola

Subject: Request for Compliance Action

Date: November 18, 2020

Responsible Party	Freddie & Shanika Burton
Ocean Pines Address & Sec./Lot	18 Harbormist Circle, 01/0286
Mailing Address	Same as above
Responsible Party Phone #(s)	No phone # listed
Violation	Roof Maintenance
Violation Reference	Section 8.A.I. of the Declaration of Restrictions
Violation Reported	8/8/2020
Violation Confirmed	8/8/2020
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	8/8/2020
ARC Hearing and Results	9/15/2020; final letter then forward to General Manager
Follow Up Inspection	10/1/2020
CPI Notification to GM and ARC of Responsible Party not in compliance	10/1/2020
To Counsel for Court Order	10/8/2020
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and have cost of service added to assessments
Board Decision	

01-0286
18 Harbormist Circle



To: Ocean Pines Board of Directors
 From: John Viola
 Subject: Request for Compliance Action
 Date: November 18, 2020

Responsible Party	Michael & Amy Stephan
Ocean Pines Address & Sec./Lot	28 Birdnest Drive, 06/0633
Mailing Address	Same as above
Responsible Party Phone #(s)	410-208-2865
Violation	Roof Maintenance
Violation Reference	Section 8.A.I. of the Declaration of Restrictions
Violation Reported	8/17/2020
Violation Confirmed	8/17/2020
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	8/17/2020
ARC Hearing and Results	9/15/2020; final letter then forward to General Manager
Follow Up Inspection	10/1/2020
CPI Notification to GM and ARC of Responsible Party not in compliance	10/1/2020
To Counsel for Court Order	10/8/2020
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and have cost of service added to assessments
Board Decision	

06-0633
28 BIRDNEST DRIVE



To: Ocean Pines Board of Directors
 From: John Viola
 Subject: Request for Compliance Action
 Date: November 18, 2020

Responsible Party	Gerald & Tracy Clowson
Ocean Pines Address & Sec./Lot	62 Falconbridge Road, 06/0760
Mailing Address	Same as above
Responsible Party Phone #(s)	No phone # listed
Violation	Roof Maintenance
Violation Reference	Section 8.A.I. of the Declaration of Restrictions
Violation Reported	8/8/2020
Violation Confirmed	8/8/2020
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	8/8/2020
ARC Hearing and Results	9/15/2020; final letter then forward to General Manager
Follow Up Inspection	10/1/2020
CPI Notification to GM and ARC of Responsible Party not in compliance	10/1/2020
To Counsel for Court Order	10/8/2020
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and have cost of service added to assessments
Board Decision	

06-0760
62 Falconbridge Road



To: Ocean Pines Board of Directors
 From: John Viola
 Subject: Request for Compliance Action
 Date: November 18, 2020

Responsible Party	Mary Miller
Ocean Pines Address & Sec./Lot	61 Falconbridge Road, 06/0769
Mailing Address	Same as above
Responsible Party Phone #(s)	No phone # listed
Violation	Roof Maintenance
Violation Reference	Section 8.A.I. of the Declaration of Restrictions
Violation Reported	8/8/2020
Violation Confirmed	8/8/2020
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	8/8/2020
ARC Hearing and Results	9/15/2020; final letter then forward to General Manager
Follow Up Inspection	10/1/2020
CPI Notification to GM and ARC of Responsible Party not in compliance	10/1/2020
To Counsel for Court Order	10/8/2020
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and have cost of service added to assessments
Board Decision	

06-0769
61 Falconbridge Road



To: Ocean Pines Board of Directors
 From: John Viola
 Subject: Request for Compliance Action
 Date: November 18, 2020

Responsible Party	David Olson
Ocean Pines Address & Sec./Lot	21 Falconbridge Road, 06/0787
Mailing Address	Same as above
Responsible Party Phone #(s)	No phone # listed
Violation	Roof Maintenance
Violation Reference	Section 8.A.I. of the Declaration of Restrictions
Violation Reported	9/10/2020
Violation Confirmed	9/10/2020
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	9/10/2020
ARC Hearing and Results	10/6/2020; final letter then forward to General Manager
Follow Up Inspection	10/22/2020
CPI Notification to GM and ARC of Responsible Party not in compliance	11/4/2020
To Counsel for Court Order	11/9/2020
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and have cost of service added to assessments
Board Decision	

06-0787
21 FALCONBRIDGE ROAD



To: Ocean Pines Board of Directors
 From: John Viola
 Subject: Request for Compliance Action
 Date: November 18, 2020

Responsible Party	Warren Alexander
Ocean Pines Address & Sec./Lot	42 Bramblewood Drive, 07/0022
Mailing Address	Same as above
Responsible Party Phone #(s)	No phone # listed
Violation	Roof Maintenance/No House Number Posted
Violation Reference	Section 8.A.I. of the Declaration of Restrictions Section 500.2.A. of the ARC Guidelines
Violation Reported	7/8/2019
Violation Confirmed	7/8/2019
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	7/8/2019
ARC Hearing and Results	8/6/2019; final letter then forward to General Manager
Follow Up Inspection	8/21/2019
CPI Notification to GM and ARC of Responsible Party not in compliance	12/4/2019
To Counsel for Court Order	12/4/2019
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and add house number, then have cost of service added to assessments
Board Decision	

07-0022
42 BRAMBLEWOOD DRIVE



To: Ocean Pines Board of Directors

From: John Viola

Subject: Request for Compliance Action

Date: November 18, 2020

Responsible Party	John & Susan Dahl
Ocean Pines Address & Sec./Lot	1 Maid Marion Lane, 10/0543
Mailing Address	13 David Drive, Old Bridge, NJ 08857
Responsible Party Phone #(s)	No phone # listed
Violation	Roof Maintenance
Violation Reference	Section 8.A.I. of the Declaration of Restrictions
Violation Reported	8/15/2018
Violation Confirmed	8/15/2018
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	8/15/2018
ARC Hearing and Results	9/19/2018; final letter then forward to General Manager
Follow Up Inspection	10/4/2018
CPI Notification to GM and ARC of Responsible Party not in compliance	10/20/2018
To Counsel for Court Order	10/22/2018
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and have cost of service added to assessments
Board Decision	

10-543
1 MAID MARION LANE



To: Ocean Pines Board of Directors
 From: John Viola
 Subject: Request for Compliance Action
 Date: November 18, 2020

Responsible Party	Elsie Stein
Ocean Pines Address & Sec./Lot	9 Chestnut Way, 10/0776
Mailing Address	3005 Kramer Street, Silver Spring, MD 20902
Responsible Party Phone #(s)	No phone # listed
Violation	Roof Maintenance
Violation Reference	Section 8.A.I. of the Declaration of Restrictions
Violation Reported	6/11/2020
Violation Confirmed	6/11/2020
Letter sent to Responsible Party detailing violation and advising them of ARC Meeting	6/11/2020
ARC Hearing and Results	7/20/2020; final letter then forward to General Manager
Follow Up Inspection	9/4/2020
CPI Notification to GM and ARC of Responsible Party not in compliance	10/21/2020
To Counsel for Court Order	10/26/2020
GM notification to Board, ARC & CPI	11/18/2020
GM Continuing Violation Recommendation to Board	Per Section 14 of the Declaration of Restrictions, repair the exterior and have cost of service added to assessments
Board Decision	

10-0776
9 CHESTNUT WAY



VIOLATIONS STILL STAND

**OCEAN PINES BOARD OF DIRECTORS
REPORT OF WORKGROUPS BY DIRECTOR REPORT
DECEMBER 19TH, 2020**

In response to President Larry Perrone's request for a report on the status of workgroups or ad hoc groups in which Directors participate, this brief report provides an update on the work completed and anticipated by each group.

1. **FRANK BROWN:** Mr. Brown reports that he serves on the Short Term Rental workgroup with Frank Daly and Camilla Rogers. The objective of this workgroup is to establish consistent regulations in the use of short term rentals with little disturbance to surrounding homeowners or other renters in the proximity.
2. **COLETTE HORN:** Dr. Horn has been involved with the initiative for Succession Planning for the General Manager's position. This work group is reaching a goal of obtaining 360 degree reviews from the consulting group in the near term. Dr. Horn has been involved in the Human Resources policy workgroup. The status of that workgroup is gathering and reviewing information from municipalities on the Eastern Shore as to their policies for sick time, severance, and media/social media information sharing. She has also been part of a work group to study feasibility of electronic signage. A text amendment is being proposed to the County to allow such signage.
3. **FRANK DALY:** Mr. Daly is also involved in the Succession planning initiative noted above. He serves on the HR workgroup which intends to complete the 360 degree evaluations in January.
4. **DOUG PARKS:** Mr. Parks is part of the Bainbridge project to effect improved drainage. The status of this work group is that meetings with Maryland Coastal Bays and County officials is ongoing and there is much work being concentrated on receiving grant funds. Mr Parks is also serving in a group for implementation of the North Star project, planning for the implementation of the system to the amenities. He will be part of the By-Laws workgroup which will, if necessary, draft any needed change in language to the By-Laws.
5. **TOM JANASEK:** Mr. Janasek is involved in the Bainbridge project regarding drainage and land use. He was involved in this initiative prior to being elected to the Board and continues to be involved with Maryland Coastal Bays.

6. **CAMILLA ROGERS:** Ms. Rogers is involved in the work group for Succession planning which is in the process of completing the 360-degree evaluation. She will serve on the By-Laws committee whose purpose is noted above and begins meeting on December 10.



OCEAN PINES ASSOCIATION, INC. PROPOSED MOTION

DATE: 12/11/20

TOPIC: HR Policies

FOR INCLUSION IN MEETING HELD ON: 12/19/20

SUBMITTED BY: Colette Horn **SECOND BY:** _____

MOTION: To approve the following changes to OPA HR Policies to go into effect for all employees as of January 1, 2021.

Sick Time Policy Changes:

- The maximum year-to-year carryover of sick time is 48 hours.
- Gifting of sick time to another employee is not allowed.

Establishment of Severance Package Policy:

- Severance package is available for termination due to reduction in force or job elimination.
- Severance package is not available for any other separations from employment including, but not limited to voluntary separation, retirement, termination for cause, expiration of approved medical leave, expiration of approved FMLA or for temporary lay-off.
- Severance package does not apply to employees on individual employment contracts.
- The OPA Severance Package provides for
 - 1 week's pay for each year of employment to a maximum of 13 weeks' pay.
 - 1 week of medical coverage for each year of employment to a maximum of 13 weeks' medical coverage
 - Should the employee secure employment with a new employer during the time of their severance-based medical coverage, medical coverage by OPA will cease at such time as the employee secures medical coverage with the new employer

Establishment of Vacation Time Use Policy:

- Employee may use vacation for a maximum of 40 consecutive scheduled work hours unless additional consecutive scheduled work hours are approved by their Department Head.

PURPOSE AND EFFECT: To fill gaps in our employee policies.

Discussion: Currently there is no sick time carryover limit; currently no policy exists related to severance package offering and vacation time use. The changes are recommended by the HR Policy Workgroup based on research into policies in neighboring communities, industry, and consideration of the size of our organization.

MOTION OUTCOME: **PASSED:** _____ **FAILED:** _____

DIRECTORS IN FAVOR:	DIRECTORS OPPOSED:	DIRECTORS ABSTAINED:

IN FAVOR: _____ **OPPOSED:** _____ **ABSTAINED:** _____



*Larry Hogan, Governor
Boyd Rutherford, Lt. Governor
Jeannie Haddaway-Riccio, Secretary*

MEMO

To: Grants Gateway Applicant

From: Department of Natural Resources, Chesapeake and Coastal Service

Date: August 20, 2020

Re: Homeowners Association (HOA)/Community Land Project Authorization

Proposals for projects on HOA, or other community property, must be vetted through the proper community channels in order for the state to consider funding allocation. It is important that all members of the community have knowledge of the proposal and understand the benefits as well as impacts. Please submit the following form with your proposal to demonstrate that the community, in accordance with their governing rules and regulations, has granted permission to move forward with your proposed project on community or other shared land.

Homeowners Association/Community Property Project Authorization For Grants Gateway Proposals

HOA/Community Name: Ocean Pines Association

HOA/Community Address: 239 Ocean Parkway, Ocean Pines MD 21811

HOA/Community Email and Website: info@oceanpines.org; www.oceanpines.org

Based on language from the HOA Declaration of Covenants, Conditions and Restrictions, Amendments, Bylaws or any Notice, what are the community requirements for allowing this project to be implemented on community property? (i.e. number or percentage of member votes, board approval, etc.): Click or tap here to enter text.

What was the date of the HOA/community meeting that determined whether or not the community was going to move forward with the project? Click or tap to enter a date.

What was presented to the community and by whom? (*Please attach information or concepts given to community.*): Click or tap here to enter text.

What was the number or percentage of approving votes? Click or tap here to enter text.

Does it meet the community requirement to move forward with the project? Click or tap here to enter text.

Did any community members voice concerns or request contingencies? If so, please explain: Click or tap here to enter text.

What other methods of communication did you use to inform community members about the benefits and impacts of your project? (*Please attach any letters, emails, workshop handouts, etc.*) Please explain: Click or tap here to enter text.

Comments: Click or tap here to enter text.

Please sign below:

Applicant Name
Applicant Entity

Board President Name
HOA/Community

Board Member Name
HOA/Community

CHESAPEAKE & ATLANTIC COASTAL BAYS 2010 TRUST FUND
LANDOWNER PROJECT AGREEMENT

THIS LANDOWNER PROJECT AGREEMENT ("Agreement") is made this ____ day of _____, 20 ____ by and between _____, hereinafter "Property Owner", and Maryland Coastal Bays Program, hereinafter "Project Leader". The Property Owner(s) and the Project Leader agree as follows:

1. The Property Owner(s) agrees to allow the installation of a water quality and/or habitat best management practice on the property at:
Jenkins Point
Worcester County
Ocean Pines, Maryland 21811.
2. The Project Leader or its designees may undertake restoration activities on land owned by the Property Owner(s). The project area, (____ acres in size), as depicted on the site map (Appendix A), is located at Jenkins Point.
3. The Property Owner agrees to not destroy or otherwise damage the restored area in perpetuity.
4. The Property Owner grants to the Project Leader or its designees the authority to complete the restoration project as shown on the design plans (Appendix B) with financial or material support from the Project Leader or its designees.
5. The Property Owner grants to the Project Leader and its designees vehicular access to the project area at reasonable times for conducting project-related activities such as inspecting work, surveying, monitoring the success of the project, and planting additional vegetation.
6. The Property Owner retains all rights to control trespass and retains all responsibility for taxes, assessments, granting rights-of-way, control and eradication of noxious weeds, and other incidences of ownership.
7. The Property Owner understands that neither the Project Leader nor its designees makes any claims or warranties as to the life of any projects completed under this Agreement. The only warranties, express or implied, for work performed under this Agreement are those that may be made by the firms retained to do the project design, or installation work described in the permits, proposal, and design plans. If the Property Owner retains the Project Leader or its designees to undertake the survey and design work for this project, the Property Owner understands that no warranties, express or implied, with regard to the surveys and designs, are made. If the Project Leader or its designee is retained by the Property Owner to undertake construction in accordance with the project design plans, only those implied warranties secured by law may apply, and no other warranties are made.
8. Once the Project Leader or its designee certify as to the completeness of the project, and provide reimbursement of funds to the Project Leader, neither the Project Leader nor its designee is under any obligation to provide additional funds to the Property Owner to help defray the cost of maintenance, repairs or remedial work, unless otherwise noted in the maintenance agreement.

9. Projects covered under this Agreement will not be used for mitigation credit, either to be used by the Property Owner or sold by the Property Owner, or to otherwise offset habitat or water quality losses. Projects may not be used to enable individuals cited for noncompliance with a nonpoint source pollution control law or regulation to achieve compliance.
10. The Property Owner agrees that the Project Leader and its designee will not be responsible for any damage to life and property due to their activities, or those of their officers, agents, and employees, in connection with its performance under this Agreement except as permitted by the Maryland Tort Claims Act. Nothing herein is deemed to be a waiver of any immunity which may exist in any action against the Project Leader or its designee.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

PROJECT LEADER

BY _____
Project Representative

Witness

Date

PROPERTY OWNER

BY _____

Witness

Date



**OCEAN PINES ASSOCIATION, INC.
MOTION TO ADJOURN TO
CLOSED SESSION**

At a meeting of the Board of Directors of Ocean Pines Association, Inc., held on this 19th day of December 2020, at 9:00 AM via virtual meeting the Board voted to adjourn to closed session for the purpose of matters pertaining to employees and personnel as permitted by the MD Homeowner's Association Act, Section 11B-111(4)(i) and consultation with staff personnel, consultants, attorneys, board members, or other persons in connection with pending or potential litigation or other legal matters as permitted by the MD Homeowner's Association Act, Section 11B-111(4)(iv).

Motion made by: Doug Parks . Motion seconded by: _____

Discussion:

VOTE TO CLOSE SESSION for the above purpose only:

Director	In Favor	Opposed
Doug Parks		
Frank Brown		
Colette Horn		
Frank Daly		
Camilla Rogers		
Larry Perrone		
Tom Janasek		

As allowed by the Maryland Homeowner's Association Act, Section 11B-111(4 & 5).

- (4) A meeting of the board of directors or other governing body of the homeowners association or a committee of the homeowners association may be held in closed session only for the following purposes:
- (i) Discussion of matters pertaining to employees and personnel;
 - (ii) Protection of the privacy or reputation of individuals in matters not related to the homeowners association's business;
 - (iii) Consultation with legal counsel on legal matters;
 - (iv) Consultation with staff personnel, consultants, attorneys, board members, or other persons in connection with pending or potential litigation or other legal matters;
 - (v) Investigative proceedings concerning possible or actual criminal misconduct;
 - (vi) Consideration of the terms or conditions of a business transaction in the negotiation stage if the disclosure could adversely affect the economic interests of the homeowner's association;
 - (vii) Compliance with a specific constitutional, statutory, or judicially imposed requirement protecting particular proceedings or matters from public disclosure;
 - (viii) Discussion of individual owner assessment accounts; and
- (5) If a meeting is held in closed session under paragraph (4) of this section:
- (i) An action may not be taken and a matter may not be discussed if it is not permitted by paragraph (4) of this section; and
 - (ii) A statement of the time, place, and purpose of a closed meeting, the record of the vote of each board or committee member by which the meeting was closed, and the authority under this section for closing a meeting shall be included in the minutes of the next meeting of the board of directors or the committee of the homeowners association.

Camilla Rogers
Secretary, Ocean Pines Association, Inc.