

**VILLAGE OF MARTIN'S ADDITIONS
COUNCIL MEETING
7013 B Brookville Road, Chevy Chase, MD 20815
Minutes of December 16, 2010**

COUNCIL MEMBERS AND VILLAGE REPRESENTATIVES PRESENT: Council Members Present: Richard Krajeck, Chris Mueller, Arthur Alexander, Jill Filipczyk, Mike Zielinski. Village Manager: Jean Sperling. Asst. Manager: Deb Schmal. Attorney: Ron Bolt. Building Administrator, Alan Beal.

RESIDENTS PRESENT: Keith Allen, Evan and Rhonda Migdail, Natalie Neumann (Patch.com), Steve Schmal, Lynn Welle, Bill Catherwood, Henry Metzger, Hanne and Frank Correl, Marty Langelan, Alice Wallerstein, Bernice Duvall, John MacDonald, Stuart Binstock, Rick Michel.

7:00 PM **Presentation by PEPCO Re: Reliably Plan Improvements and Progress made by Charles Washington, Governmental Affairs Representative and Kevin McGowan, Vice President and Treasurer of Pepco Holdings.**

7:55 PM **COUNCIL MEETING CALL TO ORDER: Chairman Krajeck**
Chairman Krajeck thanked the Village Manager for making the arrangement for the PEPCO presentation.

RESIDENTS COMMENTS, CONCERNS & CONTRIBUTIONS

Frank Correl (Turner Lane) thanked the Council for arranging the meeting with the PEPCO representatives and hoped that a future meeting could also be held, perhaps as a part of the occasional Village Saturday morning forums. He suggested that a monitor be appointed to manage such a meeting in the future.

Correl also noted that the Elections Committee has lost member Sharon Hadary Coyle and that a vacancy exists on the Committee. A note has been placed in the newsletter asking interested persons to submit their names for consideration.

Henry Metzger (Taylor Street) noted that other towns had placed flags on the fire hydrants to locate them in the snow and he was concerned that Martin's Additions had not done something similar. It was noted that Martin's Additions has reflective fire hydrant signs next to each of the hydrants. Metzger offered to note any locations where a sign might be missing.

Steve Schmal (Summit Ave) thanked the council for holding the **PEPCO** meeting and hoped there would be future sessions.

COUNCIL ACTION, RESOLUTION NO. 10-10-1 to Amend Chapter 7 of the Village Code, Section 7-204(a) and (b) Changes to Snow Shoveling Requirements.

Chairman Krajeck noted that the Council is prepared to take action on Resolution 10-10-1 to amend the code related to the amount of time allowed for the removal of snow from sidewalks and to increase the fine for failure to clear the sidewalks to \$100. Krajeck asked for any additional comments. Manager Sperling noted that the only comments she has received have been emails asking that the Village enforce this law.

Action: Councilmember Mueller motioned to adopt Resolution 10-10-1; 2nd: Michael Zielinski; Vote: All in favor.

BUILDING ADMINISTRATOR'S REPORT: Beal

Construction Project Status Report:

- Chestnut Street, 7216. This all new construction is awaiting County Permit. Construction permit fee has not been paid to Martin's Additions.
- Delfield Street 7315. (Kirsch). Work is progressing on this major addition and interior renovations. Including close supervision and inspection to assure compliance. Recent delivery

of trusses required “No Parking” restrictions; for the whole street-everything went without a hitch. Residents all cooperative.

- Other projects receiving continuing supervision in the Village are:
 - 3502 Cummings Lane (Patterson)
 - 7215 Delfield Street (Bhargava)
 - 112 Quincy Street. (Consolvo)
 - 3508 Taylor Street (Nucci)
 - 7404 Summit Ave. (Brotman)
 - 3517 Turner Lane (Acharya)
- Awaiting confirmation of construction completion and request for bond return.
 - 7316 Delfield Street. (Groeschel)
 - 7300 Summit Ave. (Lazare)

Other projects supported by Mid-Atlantic:

- **WSSC construction** and rebuild of Sanitary Sewer on Delfield and Thornapple. Parking Signage and supervision, photo documentation.
- **Icing problems on Chestnut Street;** treatment and guidance to owner
- Connection of **storm water system on Quincy**-acquiring bids, supervising icing; treating ice.
- Follow up of needed **sidewalk repair inventory**
- Maintain **traffic flow** to accommodate resident needs (e.g. moving/ crane)

Report on other Jurisdiction’s Construction Fees

Beal presented a comparison of the building permit fees of six neighboring municipalities as the Council directed at the last meeting in order to determine if other towns’ permit fees might suggest a different approach than the one currently in place for Martin’s Additions. The impetus for this research was recognition that remodeling projects or additions to existing homes can often involve more work and time for the building administrator than all new construction, and the desire to consider whether the fee schedule should be adjusted to better recoup the Village’s costs in these cases

The methods used in surrounding towns to set fees for “exterior modifications” (in contrast to all new construction) include (1) fees based on modifications on a greater than/ less than per square foot basis (this is the method Martin’s Additions uses), (2) a flat fee regardless of size of the modification (North Chevy Chase), (3) a wider range of fees based on a wider range of the footprint increase (Chevy Chase Village and Town of Chevy Chase), and (4) fees dependent on the project costs (Chevy Chase View).

Possible methods of restructuring of the fee scale for exterior modifications in Martin’s Additions were discussed. One thought was to refine the size categories and associated fee scales. It was agreed that past construction projects documents in the Village should be examined to see if they reveal a common pattern that would guide any changes in construction fee schedules. Beal felt that cost of construction is not an effective way to set building permit fees, that it should be square footage based. Beal and Sperling agreed to conduct this analysis.

Quincy/Oxford Water Project

Beal explained that the Village is still awaiting additional bids and cooperation for the third hook up at 125 Quincy Street. The paper work for two of the families is completely processed, with the assistance of Attorney Bolt. We want all the parties to cooperate in this effort. The County policy is now to de-ice the streets; The Village will continue to de-ice the street and sand and salt to keep the area safe, until such time as the connections are complete.

ADDITIONAL RESIDENT COMMENTS

Bill Gilbert (Shepherd Street) Asked whether the rationale for building permit fees to cover the Village's costs or generate revenues. Krajeck explained that the purpose was to assure that the costs **to the Village** are covered as best as possible within the fees, not to generate revenue.

Lynne Welle (Oxford Street) made the following comments/questions– (a) asked how deep the snow needed to be before it is shoveled. The answer is 2 inches.

(b) Cars parking across the sidewalk, one set on wheels on driveway apron and one in the driveway present a hazard to pedestrians. He asked the council to address this on a village wide basis so that people will understand that they shouldn't block the sidewalk with the vehicles.

(c) Asked that salt and sand not be put on his driveway where it ices up. The Council felt it was a safety hazard not to sand and salt iced over areas.

(d) Asked what else has been done to find a contractor to work on the Quincy and Oxford Street hook ups.

Steve Schmal (Summit Ave) suggested using a per sq. foot scale be considered in setting permit fees as a way of avoiding the disparities that come from broad categories of sq. footage when calculating building fees.

ACTION ON NOVEMBER MINUTES

The minutes of the November meeting were approved via email earlier in the month. Formal action is requested for the record.

Motion to Approve: Filipczyk; 2nd Alexander; Vote: all in favor.

FINANCIAL REPORTS FOR NOVEMBER,

Treasurer's Report Arthur Alexander, Treasurer

July-November 2010

	<u>Actual</u>	<u>Budgeted</u>
Revenues	\$229,197	\$250,127
Expenses	158,550	194,019
Net Income	70,647	56,108
Reserve account:	\$1,012,590	

For the first five months of the fiscal year, revenues have been coming in about as expected, with a few small windfalls. Tax revenues are lumpy and their timing appears to be random, but there have been no major surprises this year. Expenditures are running below budget, although a few items such as street cleaning have not yet been recorded. As of November, the financial situation of the Village is pretty good, following the budget outline with a tight rein on spending.

The reserve account is about 40% above the average expenditures of the past three years, giving us a cushion against unexpected occurrences.

Motion to Approve Treasurer's Report: Filipczyk; 2nd Mueller; Vote: All in favor

Budget Amendments and Adjustments

Audit: The FY 2010 Audit was \$200 more than had been budgeted. A budget amendment is needed in this amount \$200.

Motion to Amend the FY 2011 Budget to adjust for the cost of the FY 2010 Audit: Zielinski; 2nd, Alexander; Vote: All in favor.

Performance Recognition:

Chairman Krajeck asked that the record reflect the agreement of the Council of a payment to Deb Schmal in recognition of her fine work for the Village of Martin's Additions and a stellar

performance review at the conclusion of her first year of work with the Village as the Assistant Manager. Good job Debbie!

MANAGER'S DECEMBER REPORT

Street and/or Utility Services:

- WSSC has the sanitary sewer repair well under way on Delfield. Big project that was slow to get going but seems to be coming along well.
- Cold patch was placed on street at pothole on Chestnut and Taylor
- Sidewalk damage caused by a private contractor working on Bradley Lane will be reimbursed by Harford Mutual. Repair of this sidewalk will not take place until the spring and will be piggybacked with other sidewalk repairs. A check has not yet been received from the insurance company.

Service Deliver/ Maintenance

- Village streets were cleaned over two days the week of December 6th) If the weather will allow an additional cleaning we will try to do so.
- PEPCO has marked the trees for their attention.
- Sand Cans out, snow removal contractor is ready, de-icing begun on Quincy and Delfield.
- All other services (garbage, heavy trash, recycling issues, etc) running smoothly. Some residents not aware of suspension of leaf collection and the situation may require additional attention.
- PEPCO approached the Village about an easement they felt might be needed at Bradley and Brookville (Henneberry residence) but fortunately the project was re-configured and no easement will be necessary

Administrative Work/Issues

- Holiday Fund coming along very nicely; contributions strong.
- Toys for Tots contributions strong-- two big loads have been delivered to the so far.
- State Highway User report due into state by December 31st

Resident Issues

- Dogs running loose; dog poop; dogs barking; leaf bags; brief power outage North end—tree down and fire on line; Power problems on Bradley Lane were quickly resolved.

ADJOURNMENT: Time 9:10 PM

Motion: Filipczyk; 2nd:Alexander; Vote: All in favor.