

**Village of Martin's Additions
Council Meeting Minutes
January 16, 2014**

Council Members Present: Council Members Present: Arthur Alexander; Tiffany Cissna; Jon Fleming; Bill Lebovich; Josh Bowers. Village Staff Present: Manager Jean Sperling, Assistant Manager Tory Hall, Village Attorney: Ron Bolt. Residents Present: Bill Catherwood, Keith Allen, David Borkland; Hanne and Frank Correl, Ted Stoddard, Paula Goldberg, Cris Fleming.

7:30 PM **CALL TO ORDER:** Alexander

RESIDENTS' CONCERNS AND CONTRIBUTIONS

Keith Allen (Turner Lane). Keith helped open the meeting with the weather outlook for the coming month. We will soon be entering a protracted and prolonged weather siege beginning about Tuesday, January 21, 2014. 6-8 inches of snow is expected and residents should be prepared to watch for freezing pipes because of very cold temperatures.

Frank Correl (Turner Lane). Pointed out that water is pooling severely on Taylor Street during heavy rain and it presents a serious hazard to pedestrians when it freezes. Manager Sperling said municipal operations support (Wayne Fowler) will apply salt and sand during the icing periods until the weather will allow proper concrete repairs to be performed. Correl also remarked that Turner Lane is unacceptably dark at night and needs better lighting.

APPOINTMENT OF NEW MEMBERS TO THE ELECTIONS AND ETHICS COMMITTEE:

Two additional members of the community have volunteered to join the Elections and Ethics Committee: Lynn Iadarola (Shepherd Street) and Molly Ruhl (Delfield Street).

Motion to appoint Lynn Iadarola and Molly Ruhl to the Elections and Ethics Committee was made by Chairman Alexander; 2nd: Lebovich; Vote: All in favor.

PRESENTATION OF ELECTION PLANS FOR 2014 ELECTION

Terms Expiring for: Arthur Alexander and Tiffany Cissna

July 1, 2014 to June 30, 2016 Council Service

The Election 2014 Plan prepared by the Committee and presented below reflects a consultation with the Charter requirements. The recommended schedule for Village Elections and Annual Meeting, 2014, is as follows:

- **Friday February 28, 2014--Nomination period opens**--Elections and Ethics committee will begin accepting nominations for candidates for the two open Village Council seats.
- **Sunday March 2, 2014—Community Event “Mardi Gras”** in Martin's Additions. Announce opening of the nomination period and stress the importance of the elections.
- **Saturday March 15, 2014--** "Community Civic Engagement" forum in Village Office for all residents to generate community involvement and inspire service on the Village Council. All council members should be present.
- **Friday March 28, 2014--Nominations close.**
- **Monday April 7, 2014--final Candidate Statements and bios** due to Village Office.
- **Thursday April 17, 2014--Candidates' Forum at the April Village Council meeting**
- Public Notice by mid-April [by May 1st at the very latest.] Martin's Edition Newsletter containing slate of candidates and their bios and statements and election information will be published mid-April to arrive in residents' mailboxes no later than May 1st, as required by the Village Charter (no later than 2 weeks before the election); names of candidates, proposed budget and notice of proposed tax rate must be included in that notice/newsletter along with notice of polling place and time.
- **Thursday, May 15th, 2014--Village election and annual meeting** (Charter requires election to take place between March 1st and May 15th each year). Time of Election: 5-7:30 PM

Discussion:

Fleming asked if the Committee was concerned about reducing the poll hours by half an hour. Correl remarked that 2 ½ hours of open polls should be sufficient. Cissna expressed a concern that participation in the Candidates Forum in April might be reduced because it is spring break. Alexander noted that it is very hard to find a time that is convenient for all and meet all the Charter requirements.

Motion to accept plan 2014 Election Plan: Lebovich; 2nd: Bowers; Vote: All in favor

DISCUSSION OF TREE COMMITTEE MISSION STATEMENT:

Preamble: The Village of Martin's Addition Code of Ordinances, Chapter 9, states: "The tree canopy is an attractive, distinctive feature of the Village. ... It is therefore in the interest of the Village, its residents, and its property owners to protect, preserve, and enhance the tree canopy."

Moreover, the Maryland State Code notes: “Trees are an important and necessary part of the urban and community environment and the retention, enhancement, and management of these forests and trees by local governments is in the best interest of the citizens of this State.”

The Village ordinance refers mainly to trees on the Village right of way. Some residents have voiced concern over the apparent loss of canopy on private property and the possibly negative impacts on the community. Although this issue has been a long-standing one, the number and intensity of expressed concerns have risen in the past year.

Therefore, the Village Council now moves to create a committee to assess the state of the tree canopy in the Village, and submit a written report and if appropriate to propose policies to remedy identified deficiencies or to otherwise improve the state of the Village canopy.

1. Mission Statement:

- A. Assess the state of the tree population in the Village, including so-called canopy trees as well as other types.
- B. Identify benefits and costs of a healthy tree population; for example, esthetics, water drainage control, cooling, shade, danger to individuals from falling trees or limbs, damage to private property or utilities from trees, limbs, or roots.
- C. Investigate the following points, but not to the exclusion of others that may arise in subsequent discussions:
 - (1) How does the Village compare to neighboring jurisdiction, including those with and without private tree policies?
 - (2) Evaluate available data to determine if there has there been a change in the Village tree canopy and what may account for such changes.
 - (3) What has been the experience of other jurisdictions, positive and negative, in their ability to achieve their tree canopy goals and at what cost?
 - (4) What are the preferences of Village residents with respect to policies affecting the tree canopy?
- D. Propose policies to improve the state of the Village’s trees, paying attention to likely benefits and costs, to the experiences of other jurisdictions, and to the preferences of Village residents.

2. Tasks:

- A. Evaluate available databases and other information on Village trees.
- B. Interview officials from neighboring jurisdictions on their experiences.
- C. Seek the expertise of arborists, builders, lawyers, conservationists, and other specialists on possible policies.

3. Operations:

- A. Hold regularly scheduled public meetings in the Village office with appropriate public disclosure. Invite experts and others to these meetings to inform and educate Committee members.
- B. As necessary, meet elsewhere with experts and others with appropriate public disclosure.
- C. Report progress to the full Council at monthly meetings.
- D. Submit a written report to the full Council within one year of Committee formation.

4. Committee Composition:

- A. At least one member shall be a member of the Village Council.
- B. The Committee will be chaired by a Council member.
- C. Other members shall include up to six residents, broadly chosen for their knowledge and interests, representing various views.

Discussion: The changes recommended and discussed on this subject are reflected here. Fleming suggested that a positive tone should be set by this Task Force. He felt that it is important that the task group be forward looking with a goal to support the tree canopy we have.

Schedule: The Council would like to have a list of Task Force candidates for consideration by the March 20th meeting. An application deadline of March 15th was suggested. An “invitation” to submit one’s name for consideration along with an explanation of interest will be published in the next two newsletters, posted on the website and list serv.

Motion to Accept the Tree Committee Scope of work: Lebovich; 2nd: Bowers; Vote: All

BUILDING ADMINISTRATOR’S REPORT

New Permit

Requests/Confirmations/Acknowledgement

- 3510 Bradley Ln –Notice provided to Council and neighbors re: tear down; Fees deposited Pre-construction meeting to be planned

- 3511 Turner Lane –Cleared Village; in-process with county. Pre-construction meeting needed. No action on site.
- 3414 Cummings Lane- driveway and 4-car garage, accessory building; Further inquiry by architect regarding height of garage under review.

No fees collection yet. Formal application to be submitted. Plans received.

• 7210 Delfield- VMA application received; fees received, bond needed. Plans need to be revised per VMA rules—too much lot coverage; parking pad in front yard not allowed.

• 3414 Thornapple Street: New driveway and possible deck. No driveway currently exists at this address.

3515 Shepherd Street- Interior repairs. Future exterior alterations expected. House has been vacant for considerable time.

Clearance to proceed:

• 7203 Summit Ave- boundary survey received. Addition can be built; garage/shed can only be repaired unless it is moved.

No new activity:• 7309 Delfield

Inquiries:•3511 Raymond Street- No activity however.

Underway:

• 3509 Shepherd Street – Demolition and Rear addition.

• 3410 Cummings Ln – Pool construction continues Run off has been a problem.

• 3518 Bradley – Front deck/Patio restoration/ exterior steps driveway repairs.

• 3515 Taylor St - Exterior renovations continue; no alteration to foot print.

• 3414 Shepherd St - Rear addition. Nearing completion

• 3504 Bradley- Porch construction project can proceed.

Construction Completed:

• 205 Oxford Street – Rear/side addition. Completed. Cleared for bond return which is in process.

Other Municipal Support: General Management:

• Ongoing supervision and progress reporting of construction projects.

• Storm oversight- Storm drain oversight; review of street icing; Checking on parking restrictions and violations; additional parking sign management.

• Move in / out parking control.

•Storage unit/equipment management

• Monthly nighttime check and reporting to PEPCO of street light outages

•Check of heavy trash pick-up results

•Monitoring of MoCo DPS Reports

ROW Maintenance/Street/ Trees/ Signage review

•Monitoring street patches

•Documentation of Pepco tree removals

•Water main blow on Summit and Woodbine-Photo documentation.

DISCUSSION OF EXPANDING CITIZEN INVOLVEMENT

Chairman Alexander kicked off a discussion of increasing citizen involvement in the Village. This discussion was prompted by a remark by a resident at the last Council meeting that increased participation should be sought—that it seems to be “the usual suspects” doing all the volunteer and committee work.

Alexander suggested that the first question should be if there really is an involvement deficiency; another question to be explored is “for what”. It was also suggested that many residents didn’t even know where they lived or what a municipality does.

Comments were received from resident Frank Correl that he felt (1) a lot of new people need to be sensitized to our incorporated status, (2) that a letter should be sent to new residents that will help draw people into the community (Manager Sperling notes that a letter of this nature is already provided to new residents) and (3) neighborly welcoming of new neighbors should be encouraged on a block basis. The Council agreed that re-invigorating the Welcome committee would be an excellent step to take.

FINANCIAL MATTERS- REPORT FOR THE MONTH OF DECEMBER, 2013: Fleming

July 2013 – December 13, 2013

Revenues	\$12,458	\$458,768	\$418,362
Expenses	51, 864	206,453	313,312
Net Income	(39,406)	252,315	105,050

Reserve account (less designated allocations: \$778,023. The Reserve Account is equal to total current assets of \$1,991,335 less \$900,000 designed for replacement of street-lights and repaving upon completion of major utility work on Village streets.

MOTION TO ACCEPT TREASURER’S REPORTS: Lebovich; 2nd: Bowers; Vote: All in favor.

ACTION ON MINUTES OF DECEMBER 2013: Motion to Accept: Lebovich;2nd: Alexander; Vote: All in favor.

MANAGER’S REPORT: SPERLING

Sanitation Services/Street Cleaning

•Street-leaf sweeping: 2nd round performed end of December.

•Garbage Collection/recycling: Fewer misses, except for January heavy trash, which was almost a complete miss.

•Storm drain problems reported at the intersection of Summit and Taylor. The catch basins have been cleaned but it would seem that the lines need to be flushed. This is a county responsibility and the appropriate office will be contacted.

Winter Services

•Snow removal and Brookville Road sidewalk shoveling was performed in last storm; no complaints—shoveling took longer than prior storm (about 4 hours) but necessity confirmed.

•Raymond Street hill parking was problematic again. Near miss accident with snow plows and parked car. Quincy Street added to the problem list. Couldn't get plow into end. Not sure what the solution is.

Utility Services:

WSSC

•No progress on the project-start date for eastern boundary of VMA. WSSC has stayed in touch with office. A letter describing the result of a water main break at Summit and Woodbine was sent to residents of Martin's Additions that are in the easement/construction area in the hopes that it will serve as further information and warning. No response.

•Water main break at Summit and Woodbine affected select residents on Summit Ave. It was a significant enough break that WSSC is letting an emergency bid-request for the repair of the main at that location.

•Pothole at 3414 Thornapple received a temporary repaired by WSSC.

Washington Gas:

•Meeting to discuss the Quincy and Oxford Streets project scheduled for next Wednesday 1/22)—they are ahead of schedule. Had been projected to begin in the spring or early summer.

•No further information yet on other gas line projects that may impact our street repair projects throughout VMA.

Pepco:

•**No reported outages despite several opportunities** that were presented by Mother Nature.

•Pepco has applied to the State Forester for review and approval of the removals on Thornapple Street (to maintain the north end feeder line). They want to remove one 6-14" cherry tree and one 6-14" maple tree on the Thornapple St at 7301 Delfield St.; one 14-18" pear tree at 3413 Thornapple St; and one 14-18" oak tree at 3411 Thornapple St PEPCO.

STREET LIGHT UPDATE:

• **Teaming up with CC Village:** Manager Sperling met with CCV Manager Davis-Cook and Assistant Manager Younis to discuss teaming up on a street light evaluation project. By the end of February Chevy Chase Village is installing 23 street lights as a test project that include 2 different fixtures and two different wattages of LED Lights . The plans include observation of the light output by our Council and residents. Scott Watson will do a professional light output evaluation and study and provide it to VMA. He is going to see if we can get some other light configurations installed in Martin's Additions in order to provide a broader range of information and choices. The evaluation will be shared with Chevy Chase Village. Watson and VMA anticipate discussing this in more detail next week.

Community Events and Wellbeing

•Graffiti in Community: Several locations in Martin's Additions and surrounding area were marked with graffiti—the back of LaFerme, the rear of the Market and several other locations were marked. The police and the graffiti unit of the Police department have been notified

•Winter Community Event: Planned for March 2, 2014 at La Ferme from 1-3 PM; light lunch-like fare. Mardi Gras Theme. Preliminary plans were attached. The focus will be on recognizing new residents, volunteers and service providers; children will be invited; and entertainment will be provided.

• MLK Day (Monday January 20) will again feature a canned food drive for Manna. Volunteers have been solicited from the Montgomery County Volunteer center so we are able to offer student service learning (SSL) hours to public school students.

• Chevy Chase Magazine, published by N2Publications, wishes to feature Martin's Additions in the March issue; it will provide opportunities for free advertising for businesses, pictures of VMA, volunteer activities, interviews with outstanding residents, Home of the month, Pet of the month.

ADMINISTRATIVE MATTERS

• Directory updates well underway.

• Complaint letter sent to Shirazi Enterprises concerning the broken street light, sidewalk hazards, lack of snow removal and more. No response to date.

• Website Update: Website update still under development.

• Survey Update: Council approval of Survey completion was transmitted to survey contractor (AMT). The work continues and is expected to be completed by April 1, 2014

• To be done: Toters; State Highway Meeting re: Taylor and Brookville; Revitalizing the Welcome Committee-May use the March 2nd event to do that

• Village computer has been donated to Yellow Ribbon fund

CONCLUDING RESIDENTS' REMARKS

Frank Correl: Observed the recycling truck with only one man working. He believes this is dangerous.

9:25 Adjournment.