

Chevy Chase Village Board of Managers

June 12, 2006

BOARD OF MANAGERS

Douglas B. Kamerow, Chair	Present
David L. Winstead, Vice Chair	Present
Susie Eig, Secretary	Present
Gail S. Feldman, Treasurer	Present
Betsy Stephens, Assistant Treasurer	Present
Peter M. Yeo, Board Member	Present
Robert L. Jones, Board Member	Present

STAFF

David R. Podolsky, Legal Counsel	Present
Geoffrey B. Biddle, Village Manager	Present
Roy A. Gordon, Police Chief	Present
Shana R. Davis-Cook, Manager of Administration	Present
Michael W. Younes, Administrative Assistant	Present

Douglas B. Kamerow, Chair of the Chevy Chase Village Board of Managers, called the meeting to order at 7:30 p.m. Mr. Winstead arrived at 7:32 p.m. Mr. Yeo and Ms. Eig arrived at 7:33 p.m.

Approval of Minutes from the May 8, 2006 Board Meeting

Prior to the meeting Ms. Eig submitted grammatical changes to the minutes from the May 8, 2006 Board of Managers meeting, a draft of which was circulated to the Board.

Ms. Stephens made a motion to approve the minutes of the May 8, 2006 Board Meeting as amended. Mr. Jones seconded the motion. Dr. Kamerow, Ms. Feldman, Ms. Stephens and Mr. Jones voted in favor of the motion. Mr. Winstead, Ms. Eig and Mr. Yeo had not yet arrived. The motion passed.

Treasurer's Report

Copies of the Treasurer's report were distributed to the Board prior to the meeting. Discussion followed.

Committee Reports

Building Facilities Commission

Commission Chair, Mary Anne Tuohey, advised the Board of upcoming events to be held in the Village Hall and sponsored by the Committee on Children, Youth and Families. Ms. Tuohey

noted the success of the Chamber Music Concert held on Friday, June 2, 2006 headlined by Village resident Wes Nichols.

Ms. Tuohey stated that the Commission would like to include photos of recently held private events, with permission from the host(s), in the *Crier*. Ms. Eig suggested putting together an album of photos to be kept in the Village office, so that prospective renters can view past events for ideas. Ms. Tuohey advised that the renovation of the old administrative offices was proceeding forward in good order. Discussion followed.

Brookville Road Working Group

Group Chair Douglas B. Kamerow stated that the Group and staff had been in discussion with *Rummel, Klepper and Kahl* (RK&K) to establish what was appropriate for RK&K to do to bring the proposed sidewalk project before the State Highway Administration (SHA) for its preliminary approval. Through these discussions it was decided that RK&K should begin drafting just the layout documents sufficient for SHA officials to review without committing to potential walkway/sidewalk materials. Discussion followed.

Ms. Feldman made a motion to appropriate \$8,900 from reserves to engineering in the FY2007 budget for the engineering firm of *Rummel, Klepper & Kahl* to draft a plan for the installation of a walkway along Brookville Road. Mr. Winstead seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Decisions on Previous Appeals

None.

Appeals

A-1551: Mr. and Mrs. Marc D. Weller, 26 Oxford Street. Removal of two Sycamore trees measuring 44.0 and 28.0 inches in diameter located in the side yard of the property to accommodate a proposed addition. Mr. Weller was in attendance to present his request. The Board heard testimony in support and in opposition to the request. Discussion followed.

Ms. Stephens made a motion to direct Counsel to draft a decision approving the removal of two Sycamore trees measuring 44.0 and 28.0 inches in diameter located in the side yard of the property to accommodate a proposed addition pending issuance of all applicable Building Permits for the construction of the proposed addition and provided the applicants reforest with at least two deciduous hardwood trees that must be at least 2 ½ inches in caliper at the time of installation and must be of a species that achieves a mature height of at least 45 feet. Ms. Feldman seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. Ms. Eig recused herself. The motion passed. Mr. Weller asked for the decision to be expedited.

A-1553: Ms. Nancy Cicero Morsberger, 5610 Cedar Parkway. Removal of one Holly tree measuring 8.9 inches in diameter located in the front yard of the property. Ms. Morsberger was in attendance and presented her request. Discussion followed.

Mr. Winstead made a motion to direct Counsel to draft a decision approving the removal of one Holly tree measuring 8.9 inches in diameter located in the front yard of the property provided the applicant reforests with at least one deciduous hardwood tree that must be at least 2 ½ inches in caliper at the time of installation and must be of a species that achieves a mature height of at least 45 feet. Mr. Yeo seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Old Business

Public Hearing: Installation of security cameras within the Buffer Area adjoining the Chevy Chase Center. Mr. Biddle explained that a total of five to six cameras were proposed for installation at the entrances (Grove Street, Center Street, Park Street and Montgomery Street, including the entrance from the shopping center) to the Buffer Area in light of questionable activity both in and near the park. Chief Gordon explained that the cameras would record 24 hours a day, 7 days a week and that recordings would only be monitored upon report of an incident. The recordings would be maintained for 30 days. Communications Center personnel will have the ability to tilt, pan and zoom the cameras, which will be programmed to not allow the views of private property unless warranted by an incident and authorized by a supervisor. Chief Gordon explained that the system would have to be monitored routinely to ensure the cameras maintain their operability. The cameras will be mounted on existing lampposts. Signs will be posted in the park stating that security cameras are in use, and camera locations will be posted on the Village website. He stated that an emergency phone would be installed within the coming weeks near the entrance to the shopping center at Montgomery Street. A camera will be located to provide visibility of the phone when the phone is used.

Brian Porto of 5414 Center Street asked if security cameras could be installed on the Wohlfarth property. Mr. Biddle replied that the property is not yet under the control of the Village and therefore the Village does not yet have the right to install cameras on the property. Mr. Porto stated he felt the Buffer Area cameras should be monitored consistently, but hoped it would not replace routine patrols by the officers themselves. Chief Gordon stated that the officers would still monitor and patrol the Buffer on foot in addition to the camera presence.

Jane Roemer of 5402 Center Street asked if anyone had calculated the cost of active vs. passive monitoring of the cameras. She further asked if the primary purpose of the cameras was to ensure resident safety when walking in the Buffer or for the apprehension of burglars from stores in the shopping center. Chief Gordon explained that feedback from residents thus far leaned toward passive monitoring and that the primary function of the cameras was to provide increased resident safety in the Buffer. Ms. Roemer asked who would bear the cost for the installation and maintenance of the camera system. Chief Gordon replied that the Village would cover the full cost. Ms. Roemer asked if the Land Company had been approached to pay a portion of the cost. Mr. Biddle stated that the Land Company had not been asked to assist with the cost and that the total cost for installation and maintenance for the fiscal year beginning July 1, 2006 would be approximately \$40,000, which had been previously budgeted.

Margaret Cook of 5410 Center Street asked what crimes had occurred within the Buffer that the cameras would have prevented. Chief Gordon provided information on non-violent crimes that occurred over the previous years. Ms. Cook stated that she felt the Land Company should assist with funding for the cameras since they would benefit the Land Company's tenants.

Diane Kartalia of 5412 Grove Street stated that she felt too many cameras were proposed and that she instead supported the installation of more emergency phones.

Mr. Winstead stated that he felt the mere existence of cameras served more as a deterrent than the actual quantity and that three cameras would be less intrusive than the proposed six.

Bliss Ryan of 5414 Grove Street stated that while she was in favor of the security cameras she also felt additional emergency phones should be installed at each entrance to the park and at the mid-way point along the path.

Katherine Hayes of 5407 Center Street suggested the installation of additional emergency phones within the park. She suggested the Village attempt to get financial support from the Land Company with the offer to provide recognition for their contribution. Discussion followed.

Dr. Kamerow concluded that while it appeared there was a positive response to the use of the cameras, it was also apparent that residents are interested in an increase of emergency phones. He asked for staff to provide a summary of the evening's comments. Mr. Biddle stated that he sought approval to proceed with installation of the cameras prior to the Labor Day (2006) weekend.

The Board unanimously authorized Mr. Biddle to continue negotiations with vendor(s) and asked Chief Gordon to continue editing the use policy. Staff was encouraged to look for space within the FY2007 budget to fund the installation of additional emergency phones within the Buffer.

Permit Fee Modifications

Mr. Biddle reported that the Budget Committee reviewed and approved the proposed fee changes as presented by the Village Manager. The Board recommended the following changes to the proposed increases:

Public Hearing Required

New Construction—reduce

Existing Non-Conformities—reduce

Fences, Walls, Trees, and Shrubbery Within Public Right-of-Way—reduce

Demolition - Not Main Residence—accepted

Appeals – Tree Removals—reduce (Ms. Eig suggested differentiating between trees requested for removal to accommodate proposed construction vs. all other reasons.)

Appeals – Other—accepted

Administrative Permits

Renovations/Additions—reduce, all

New Construction—accepted
Right-of-Way License Agreement—accepted
Tree Preservation Plan—accepted
Tree Removal—accepted
Swimming Pool—accepted
Tennis or Other Recreational Courts—accepted

Fines

Failure to Obtain Permit Pursuant to Chapter 8, Section 4—accepted
Failure to Obtain Approval Pursuant to Chapter 8, Section 9—accepted

Resolution No. 06-01-06: A Resolution of the Chevy Chase Village Board of Managers, adopting the Montgomery County Multi-Hazard Mitigation Plan, as required by Title 44 Code of Federal Regulations Part 201 as authorized by the Disaster Mitigation Act of 2000, in order to remain eligible for State and Federal Disaster Relief Funding. Mr. Biddle explained that the execution of this Resolution would allow the Village to receive reparation money in the event the Village is deemed a disaster area following a hurricane or other natural disaster pursuant to the Montgomery County Multi-Hazard Mitigation Plan.

Ms. Eig made a motion to approve Resolution No. 06-01-06. Mr. Yeo seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

New Business

Board Meeting Schedule Modifications

Dr. Kamerow made a motion to change the September 2006 Board meeting due to scheduling conflicts. Mr. Winstead seconded the motion. Dr. Kamerow, Mr. Winstead and Mr. Jones voted in favor of the motion. The motion did not pass.

Dr. Kamerow suggested that the Board hold the April 2007 Board meeting on Monday, April 9, 2006. The Board unanimously approved the suggestion.

FY 2006 Budget: Phase 1—Year End Adjustments

Public Safety Transfer \$5,000 from Personnel to Operations.

Public Works Transfer \$5,000 from Operations to Personnel.

Administration Transfer \$7,500 from Personnel to Operations.

Public Safety Retroactive Transfer of \$1,250 from Personnel to Capital.

Ms. Stephens made a motion to approve all requested year end adjustments for FY2006. Mr. Winstead seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

FY 2006 Budget: Phase 2—Carry Forwards to FY 2007

Public Works \$11,000 to Operations for traffic signage, streets and sidewalk repairs not yet executed.

Vehicle and Equipment Replacement \$1,900 to purchase chairs for the new conference room and for use by the Board at its meetings.

Village Hall \$20,000 for building material purchases for the renovation of the old administrative offices.

Buffer Security Systems \$15,000 to support hardware purchase and installation, if authorized.

Connecticut Avenue Engineering \$55,000 balance of \$115,000 authorized. \$100,000 for *Richter & Assoc.* for design work and \$15,000 for PEPCO to review and approve to their standards.

Ms. Stephens made a motion to approve all requested carry forwards from the FY2006 budget to the FY2007 budget. Ms. Feldman seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Chairman’s Report

None.

Manager’s Report

Emergency Preparedness: Mr. Biddle circulated a draft emergency preparedness information packet to Board members prior to the meeting, which had been put together by staff, Oliver Davidson of 3915 Oliver Street and Kathy Jones of 1 Newlands Street. Mr. Biddle explained that the goal of the enclosed questionnaire was to gather information to support creation of a neighbor-based organization of people that could be called upon in time of need. Mr. Biddle stated that he hoped to mail the packet to residents the week of June 19, 2006 and to have staff available at the July 4 Party at the Oliver Street Park to sign residents up as well. **The Board authorized Mr. Biddle to proceed in mailing the emergency preparedness packets as submitted.**

Connecticut Avenue Project: Mr. Biddle explained that in light of a more complex design than expected for the underground conduit component of the project, he now needs to delay the fundraising initiative in order to get more accurate cost information. He said he would proceed with design discussions over the summer and hoped to select a designer in September 2006. He will then submit the design to the Board for its review at either the October or November 2006 meetings. He expects to begin the project in either 2008 or 2009.

Contract Awards

Independent Audit Services—Clifton Gunderson, LLC: Contract information was circulated to Board members prior to the meeting.

Ms. Stephens made a motion to approve the contract award to *Clifton Gunderson, LLC*, for audit services for FY2006 with three additional 1-year options. Mr. Winstead seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Resident Survey—Decision Data, Inc.: Contract information was circulated to the Board members prior to the meeting. Mr. Yeo asked for the Board to have an opportunity to review the final survey prior to resident distribution. Mr. Biddle stated that he would circulate working drafts and the final survey questionnaire to Board members via email.

Mr. Yeo made a motion to approve the contract award to *Decision Data, Inc.*, for resident survey consulting services. Ms. Stephens seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Contract Modifications

Streets Maintenance—Chamberlain Contractors, Inc.: Mr. Biddle explained that the contract needed to be modified to reflect current market prices.

Mr. Winstead made a motion to approve the modification to the existing streets maintenance contract with *Chamberlain Contractors, Inc.* as presented. Ms. Feldman seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed.

Fiber Optic Cable: Mr. Biddle stated that *Verizon* was looking to install overhead fiber optic cables along rear yard easements throughout the Village. Mr. Biddle asked the *Verizon* representatives if they would instead be interested in burying the cables. The representatives were receptive and proceeded to investigate the feasibility of pursuing three options: 1) all aerial front yards, 2) aerial/burial front yard hybrid, 3) all front yard buried. He explained that the burying may or may not involve cost-sharing between *Verizon* and the Village.

Consolidated Purchasing—Staff Benefits and Employer Obligations: Mr. Biddle asked for the Board’s support in transferring brokerage of the staff benefits in the areas of short- and long-term disability, accidental death and dismemberment, life insurance and worker’s compensation to the broker of record currently administering the health insurance benefits, Potomac Basin Group, Inc. The Board provided its unanimous support.

Police Report

Copies of the monthly Police Report were distributed to the Board prior to the meeting. Discussion followed.

Mr. Winstead made a motion to adjourn the meeting. Ms. Eig seconded the motion. Dr. Kamerow, Mr. Winstead, Ms. Eig, Ms. Feldman, Ms. Stephens, Mr. Yeo and Mr. Jones voted in favor of the motion. The motion passed. The meeting adjourned at 10:31 p.m.

Secretary, Chevy Chase Village Board of Managers

Final.