

Chevy Chase Village Board of Managers' Meeting

January 9, 2023

Note: These minutes reflect the Board's actions and include limited remarks made by members of the Board of Managers, Legal Counsel, Village Staff, or others in attendance.

BOARD OF MANAGERS

Elissa A. Leonard, Chair	Present
Robert C. Goodwin, Jr., Vice Chair	Present
David L. Winstead, Secretary	Present
Gary Crockett, Treasurer	Present
Nancy E. Watters, Assistant Treasurer	Present
Linda J. Willard, Assistant Secretary	Present
Louis Morsberger, Member	Present

STAFF

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Ellen Sands, Director of Municipal Operations	Present
Demetri Protos, Finance Director	Present
Jacqueline Parker, Public Service Coordinator	Present
Jennifer Young, Administrative & Constituent Services Assistant	Present

COUNSEL

Suellen M. Ferguson, Village Counsel	Present
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Elissa Leonard, Chair of the Board of Managers, called the virtual meeting to order at 7:31 p.m. Ms. Willard joined the meeting at 7:35 p.m.

Approval of Minutes from the Board's Previous Meeting

Minutes of the Board's regular monthly meeting held on December 12, 2022, were circulated to the Board prior to the meeting.

Mr. Crockett moved to approve the minutes from the Board's December 12, 2022, regular meeting, as drafted. Mr. Morsberger seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed. Ms. Willard had not yet joined the meeting.

Consent Agenda

A-2736 (Tree Removal Consent Agreement)

Mr. Andrei and Ms. Irina Lavrov, 25 West Kirke Street

Removal of one Tulip Poplar tree measuring twenty-six (26) inches in diameter located in the front (Magnolia Parkway) yard.

No Board members requested that this item be removed from the Consent Agenda; therefore, the tree removal consent agreement for case number A-2736 is approved.

Appeals, Special Permits and Variance Requests

A-8206 (Special Permit)

Mr. Ian and Ms. Mariana Galloway, Trustees of the Galloway Family Trust, 116 Grafton Street

Remove and expand an existing driveway which would exceed the maximum allowed driveway width within the Grafton Street public right of way by a maximum of six (6) inches for a total maximum width of ten feet, six inches (10'-6").

Mr. Crockett moved to approve the Special Permit request in Case A-8206 on the basis that the evidence presented, including the Staff Report and Case Synopsis, demonstrates that the applicable requirements for approval of the Special Permit have been met. Staff is directed to draft a decision based on this evidence, including findings of fact and conclusions approving the Special Permit request. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

A-8207 (Variance Request)

Mr. Peter L. Scher and Ms. Kimberly H. Tilley, 5400 Center Street

Construct a fence measuring a maximum of:

- (a) six (6) feet in height along the Belmont Avenue (extended) front property line;
- (b) six (6) feet in height along the north property line between the Belmont Avenue (extended) front lot line and the twenty-five (25) foot front building restriction line; and
- (c) five (5) feet in height extending eastward from the Belmont Avenue (extended) front lot line to the twenty-five (25) foot front building restriction line.

Mr. Winstead moved to approve the variance request in Case A-8207 on the basis that the evidence presented, including the Staff Report and Case Synopsis, demonstrates that the applicable requirements for approval of the variance have been met. Staff is directed to draft a decision based on this evidence, including findings of fact and conclusions approving the variance request. Mr. Goodwin seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Treasurer's Report

The Treasurer's Report was circulated to the Board and posted to the Village website prior to the meeting. *No action was taken by the Board.*

Matters for Board Discussion, Consideration, and Possible Action

Contract Authorization: Records Management System: Transition to a Cloud-Based Subscription – *CODY Computer Services, Inc.*

Mr. Crockett made a motion to authorize the Village Manager to enter into a contract, subject to final approval by Village Counsel, with CODY Computer Services, Inc. for cloud-based services and a three-year subscription license. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Police Report

The Police Report was distributed to the Board and posted on the Village website prior to the meeting. *No formal action was taken by the Board.*

Manager's Report

The Manager's Report was circulated to the Board prior to the meeting. *No formal action was taken by the Board.*

Adjournment

Mr. Crockett moved to adjourn the meeting. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed. The meeting adjourned at 8:07 p.m.

Attested by: Shana Davis-Cook, Village Manager

FINAL