

Chevy Chase Village Board of Managers' Meeting

June 8, 2020

Note: These minutes reflect the Board's actions only, and do not include 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
Richard M. Ruda, Assistant Secretary	Present
Gary Crockett, Treasurer	Present
Nancy E. Watters, Assistant Treasurer	Present
Linda Willard, Member	Present

STAFF

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Ellen Sands, Director of Municipal Operations	Present
Jessica Gebhart, Permitting & Code Enforcement Coordinator	Present
Demetri Protos, Finance Director	Present

COUNSEL

Suellen M. Ferguson, Village Counsel	Present
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Elissa A. Leonard, Chair of the Board of Managers, called the meeting to order at 7:32 p.m. Ms. Leonard stated that prior to the Board's regular meeting, the Chevy Chase Village Board of Managers convened a virtual closed session beginning at approximately 7:00 p.m. in the Village Hall pursuant to Section 3-305(b) (1) of the General Provisions Article, Annotated Code of Maryland, to discuss personnel matters that affect specific individuals. Ms. Leonard stated that during this closed session the Board did not take any action.

Election of Officers

Ms. Watters moved to appoint Elissa Leonard as Chair, Robert C. Goodwin, Jr. as Vice Chair, David L. Winstead as Secretary, Richard Ruda as Assistant Secretary, Gary Crockett as Treasurer, and Nancy Watters as Assistant Treasurer. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Mr. Ruda, Ms. Watters, and Ms. Willard voted in favor of the motion. The motion passed.

Board Appointment of a Member to Serve as Building Officer—Gary Crockett

Mr. Goodwin moved to appoint Gary Crockett as Building Officer. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Mr. Ruda, Ms. Watters, and Ms. Willard voted in favor of the motion. The motion passed.

Approval of Minutes from the Board's Previous Meeting

Minutes of the Board's Regular Meeting held on May 11, 2020 were circulated to the Board prior to the meeting.

Mr. Crockett moved to approve the minutes of the Board's Regular Meeting held on May 11, 2020, as drafted. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Mr. Ruda, Ms. Watters, and Ms. Willard voted in favor of the motion. The motion passed.

Special Permit & Variance Requests

A-7715 (Variance) Mr. Andrea Pescatori and Ms. Cecilia Caglio 37 Quincy Street

Replace portions of an existing fence measuring four (4) feet in height with a fence measuring six (6) feet in height. The fence would be located along the north property line beginning at the twenty-five (25) foot front (Brookville Road) building restriction line (BRL), for a length of twenty-five feet ending at the east property line. The fence would continue along the east property line for a length of fifty-five (55) feet, terminating at a point in line with the rear line of the main dwelling.

Mr. Goodwin moved to approve the variance request in Case A-7715 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 application. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Mr. Ruda, Ms. Watters, and Ms. Willard voted in favor of the motion. The motion passed.

Treasurer's Report

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

Matters for Board Discussion, Consideration & Possible Adoption

Contract Authorization Requests

- **Village Hall Janitorial: Emergency extension of the contract with P&R Enterprises, Inc.**

Mr. Crockett moved to authorize the Village Manager to enter into an emergency six-month extension of the contract with P&R Enterprises, Inc. for the performance of janitorial services within the Chevy Chase Village Hall as presented. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.

- **Consulting Arborist: Feather & Associates**

Mr. Crockett moved to AUTHORIZE the Village Manager to enter into a contract with Feather & Associates for the performance of consulting arborist services for an initial term of three (3) years with the option to extend the contract for up to two (2) additional one (1) years terms. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Ruda, Mr. Winstead, Ms. Watters, and Ms. Willard voted in favor of the motion. The motion passed.

Commission and Committee Matters

Board Appointments of Members to Serve on the Local Advisory Panel to the Historic Preservation Commission

- Susan Bollendorf (Primrose Street)
- Tony Marra (West Kirke Street)
- Myra Kovey (West Irving Street)

Ms. Willard moved to appoint Susan Bollendorf of Primrose Street, Tony Marra of West Kirke Street, and Myra Kovey of West Irving Street to serve as members on the Local Advisory Panel to the Historic Preservation Commission. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Ruda, Mr. Winstead, Ms. Watters, and Ms. Willard 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. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Ruda, Mr. Winstead, Ms. Watters, and Ms. Willard voted in favor of the motion. The motion passed. The meeting adjourned at 7:59 p.m.

Attested by: Shana Davis-Cook, Village Manager

FINAL.