

Chevy Chase Village Board of Managers’ Meeting

June 14, 2021

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
Gary Crockett, Treasurer	Present
Nancy E. Watters, Assistant Treasurer	Present
Linda Willard, Member	Present
Louis Morsberger, Member	Present ¹

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
Ruby Brown, Administrative & Constituent Services Assistant	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 7:31 p.m. 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. pursuant to Section 3-305(b) (1) of the General Provisions Article, Annotated Code of Maryland, to discuss personnel matters that affect specific individuals. During this closed session the Board did not take any action.

Election of Officers

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

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

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

¹ Lou Morsberger was sworn in at the Village Hall on Monday, June 14, 2021.

Approval of Minutes from the Board's Previous Meetings

Minutes of the Board's Regular Monthly Meeting held May 10, 2021, were circulated to the Board prior to the meeting.

Mr. Winstead moved to approve the minutes of the Board's Regular Monthly Meeting held May 10, 2021, as drafted. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Consent Agenda—Tree Removal Consent Agreement

A-2631 (Tree Consent Agreement) Mr. Andrew Tulumello and Ms. Jennifer Tulumello 21 Quincy Street

Removal of nine (9) trees to accommodate the proposed construction of a rear addition and proposed construction of a pool, pool deck and pool house.

NOTE: Urban Forest Ordinance, Sec. 17-4(3): "The [consent agreement] may be removed from the Consent Agenda only at the request of two (2) or more members of the Board..."

There were no requests from Board Members to remove Case A-2631 from the Consent Agenda. The Consent Agreement was deemed approved.

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

Resolution No. 06-01-21: An Ordinance to adopt traffic and parking controls as authorized by Chapter 13 "Traffic Control Generally", Sec. 13-3. "Restriction of traffic and parking" on Primrose Street (*For the installation of "Speed Limit 25 MPH" signs in the EB/SB direction*).

Mr. Crockett moved to approve Resolution No. 06-01-21, as drafted. Ms. Watters seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Resolution No. 06-02-21: An Ordinance to amend the fiscal year 2022 budget to transfer \$10,000 from reserves to the "Equipment, Computer Server" line item in the Capital Projects budget to fund the cost of migrating the accounting system from a server to a cloud-based platform.

Mr. Crockett moved to approve Resolution No. 06-02-21, as drafted. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Purchase Authorization Request: Migration of the accounting system from a server to a cloud-based system: Microsoft Business Central, in an amount not to exceed \$20,000.

Mr. Crockett moved to authorize the Village Manager to purchase Microsoft Business Central, in an amount not to exceed \$20,000, for the purpose of migrating the accounting system from a server to a cloud-based system. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Resolution No. 06-03-21: An Ordinance to amend Chapter 8, “Buildings and Building Regulations”, Sec. 8-5, “Building Permits”, Sec. 8-16, “Residential building construction prohibitions”, Sec. 8-21, “Installation and maintenance of fences, walls, trees, hedges, shrubbery, lamp posts, hand rails and arbors” and Chapter 25, Public Rights-of-Way, Sec. 25-1, “Definitions” to authorize certain free standing electric vehicle chargers to be located in the front yard setback; to place certain restrictions on the location of free standing electric vehicle chargers; and to include electric vehicle chargers in the definition of structures for which a Special Permit is required for location in public rights-of-way.

Ms. Watters moved to approve Resolution No. 06-03-21, as drafted. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Thrive Montgomery 2050: Board Consideration of a Coalition Letter to the County Council regarding the draft Thrive Montgomery 2050 Plan (supersedes the draft approved by the Board on May 10, 2021)

Ms. Willard moved to authorize Robert Goodwin, Jr. as liaison to the Thrive Montgomery 2050 Coalition to sign onto the joint written testimony addressed to the County Council regarding the draft plan, superseding the draft approved by the Board on May 10, 2021, in substantially the form provided. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Contract Authorization Request: Consulting Landscape Architect - *EnviroCollab, LLC*

Mr. Winstead moved to authorize the Village Manager to enter into a contract, in substantially the form provided, with EnviroCollab, LLC for landscaping architecture services. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Staff Report: Planning for July 4 Event; Village Hall Reopening

No formal action was taken by the Board.

Commission & Committee Matters

Selection of Board Representatives & Liaisons to Village Committees:

Mr. Crockett moved to approve the slate of proposed Board Representatives & Liaisons to Village Committees. Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

Board Referral to the Traffic Committee: Monitoring of the Proposed Changes to the Reversible Lanes on Connecticut Avenue (NW, DC)

The Board indicated its agreement with the staff's recommendation to refer this matter to the Village's Traffic Committee.

Board Appointment to the Financial Review Committee:

- Brian Christaldi (Oliver Street) to serve as Chair, completing the unexpired term of the former Chair, expiring July 2022.
- William Kirby (East Lenox Street) to serve as a member.

Mr. Goodwin moved to appoint to the Financial Review Committee, Brian Christaldi of Oliver Street to serve as Chair, completing an unexpired term, ending July 2022, and William Kirby of East Lenox Street to serve as a member. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, 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. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Winstead, Mr. Crockett, Ms. Watters, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed. The meeting adjourned at 8:41 p.m.

Attested by: Shana Davis-Cook, Village Manager

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