

**Village of Martin's Additions
Council Meeting
7013 B Brookville Road, Chevy Chase, MD 20815
Minutes for July 24, 2014**

Council Members: Arthur Alexander, Jon Fleming, Josh Bowers, Bill Lebovich (Absent: Tiffany Cissna). Attorney: Ron Bolt. Village Manager: Jean Sperling.
Residents: Keith Allen, Bill Catherwood, Mark Shull, Geoffrey Piker, Lynn Welle, Natalie Straus Welle, Mary Beth Donohue.

7:30 PM CALL TO ORDER

RESIDENTS' CONCERNS AND CONTRIBUTIONS

Oxford St. Water Garden & Water Problem: Mark Shull

Mark Shull, a resident at 203 Oxford Street, addressed the Council regarding his concerns about water runoff that affects the homes on Oxford St. The area has significant flooding problems which appear to have gotten worse since the Stormwater Study Group in 2009. Mr. Shull hopes that several approaches can be taken to reduce the water problems, including rain gardens and more drains. He has observed that the neighboring street, Primrose, in Chevy Chase Village, has substantial water runoff from driveways, paved areas, and other non-permeable surfaces. Mr. Shull asserted assistance could come from identifying who still has sump pumps draining into backyards of homes that face Quincy and Primrose. A Montgomery County Inspector visited recently and recognized a problem with the path of the water. A firm that specializes in controlling water has been working at 205 Oxford to create a new storm water management system inside and outside the house. It will include a large catch basin at the rear of the property that will have several inputs and hopefully drain into the nearby storm sewer. Mr. Shull would like to see increased awareness, promotion of rain gardens in Martin's Additions, and the County allowing access of more sump pumps to storm drains.

Geoffrey Piker, Jane Neal, Natalie Strauss, Mary Beth Donohue, and Lynn Welle also provided comments about the scope of the problem and need for immediate action. The Council agreed to dedicate a work session to water issues and made a commitment to investigate the problem and any solutions to the best of their ability. It was agreed that coordination would be needed between Martin's Additions, Chevy Chase Village and the County. Attorney Bolt mentioned a similar issue in the Town of Chevy Chase where several neighbors granted each other easements so the water could be collectively run to the storm drain. He noted that the goal for the Village is to think of ways to facilitate resolution of this issue.

DISCUSSION OF AREAS OF RESPONSIBILITY

The Council agreed to maintain the areas of responsibilities which were agreed to the previous year: Fleming – Police and Streets; Bowers – Trees and Right-of-Way Care; Alexander – Trash and Recycling, Storm Preparation, Management & Clean-Up; Lebovich - Building Regulation, Building Permit Processing, Code Enforcement; Cissna – Communications and Welcome Committee.

It was agreed that the Council will be generally kept informed of three remaining broad operation categories, and advice sought on an as-needed basis: Municipal Government & Village Administrative Matters, Finance, Accounting and Bookkeeping Functions, Event Planning and Community Events. These arrangements will be re-evaluated for their effectiveness in a few months.

REPORT ON TREE COMMITTEE WORK: Bowers

Tree committee report for the upcoming Council meeting was provided by Council member Bowers: On June 25, 2014, Katherine Nelson of the Montgomery County planning staff discussed software capable of analysis of an area's tree canopy by comparing pictures of one time period with another time period to see the detailed changes, street by street and house by

house. In September 2014, her office will release an updated analysis of Montgomery County's tree canopy including Martin's Additions.

GIS maps of the tree canopy in the area of Martin's Additions from Katherine Nelson show the change in canopy over time. Councilmember Bowers reported his meeting with Mike Zielinski, determining lots larger than 7,500 ft² have space for a canopy tree. A meeting will be set-up with an expert in the field, namely Paul Wolfe, the Village Arborist. Thus the information of county regulations, tree requirements under power lines, etc., will be understood. **Councilmember Fleming moved to authorize 2 hours of Arborist Wolfe's time. 2nd: Lebovich; Vote: All in favor.**

FINANCIAL MATTERS: FLEMING Report for June 2014

		July 2013 - June 30,2014		
	Current	Actual Cumulative	TYD Budget	Annual Budget
Revenues	93,050	874,402	740,600	740,600
Expenditures	46,263	473,231	641,200	641,200
Net	46,787	401,170		
Designated Funds:				
Street/Sidewalk Replacement			400,000	400,000
Street Lighting Replacement			500,000	500,000
Undesignated Balance:			777,323	777,323
Total:			2,318,523	2,318,523

Councilmember Fleming reported that the Village is in good shape financially. Expenses for the year to date are \$473,231 and our actual revenues are \$874,402. The surplus for the year is \$401,170 at this time. The Village will face considerable expense when it comes time to repave our streets, repair curbs and sidewalks and replace street lights. Those expenses are planned for in the \$900,000 set aside and lighting replacement funds.

Action on Financial Reports: Motion to accept: Alexander; 2nd by: Lebovich; Vote: All in Favor

BUILDING ADMINISTRATOR'S REPORT

New Permit Requests/Information requests/Acknowledgement

- **7315 Delfield:** Sports court construction inquiry.
- **7200 Chestnut Street.** Tear down proposed; plan has required 4 reviews by Beal to date. Variance will be required.
- **7218 Chestnut Street.** Tear down proposed. Clearance to process with County. Demo application sign posted. Eventual Pre-con meeting needed.
- **3513 Raymond Street.** Tear down planned. No action yet. Eventual pre-con meeting needed

Permitting Process Underway:

- **3501 Shepherd Street.** All interior work.
- **3511 Raymond Street-Renovations.** Clearance by Beal; Clearance for County Issued.
- **3219 Thornapple Street-Addition/porch.** Variance granted and report received.

Awaiting submission of fees and plans for balance of project. Neighbor notice needed.

Permits Ready/ Issued:

3529 Raymond- Fence

Construction Underway:

- **3411 Thornapple St** –Rear addition. Construction underway.
- **3404 Thornapple Street-** Front Porch, front yard landscaping. All permits issued.
- **3413 Bradley Ln** – Appears to be all interior work.
- **3509 Shepherd St** –Rear addition continues.
- **3515 Shepherd St** - Wrapping up
- **7210 Delfield St** –New Construction well underway.
- **3511 Turner Ln** –New Construction well underway.
- **3510 Bradley Ln** –New Construction underway. Roof next.
- **3514 Bradley-** Demo complete; backfilled, poured; lumber delivery next.

- **7309 Delfield**- Demo completed. Site cleanup request submitted to builder and owner.

On Hold:

- **3414 Cummings Ln** - Driveway and 4-car garage, accessory building; No further action to date.

- **3507 Raymond** Rear addition. Originally denied. Plans revised. No additional action.

Completed:

- **3529 Raymond St**- Fence; decorative wall; extensive landscaping underway. May

involve ROW. County Permit received awaiting plans.

- **3414 Thornapple St** – driveway apron and pad-completed.

- **3506 Bradley Lane**-County and Village permit issued for fence

- **7203 Summit Ave** – Construction completed. Check bond situation.

- **3504 Bradley Ln** – Front Porch/steps construction Completed-Bond lifted.

- **3514 Turner Ln.**–Fence. ROW License needed.

- **3518 Bradley Ln** –Near Completion.

Other Municipal Support: General Management:

- *General building support:* Ongoing supervision and progress reporting of construction projects. Records of compliance with VMA requirements. (tree protection) • Monitoring of MC DPS Reports.

- *Routine Support:* Dual pole issue and cable line clean up; painting of stop bars--temp repair; monthly streetlight review and reporting. Reporting of storm damage 7/3/14. Checking on parking restrictions and violations; additional parking sign management (tree removal). Move in / out parking control • Storage unit/equipment management• Shred it event management; Monitor Utility work.

ACTION ON MINUTES OF MEETING, JUNE 19, 2014

The Council agreed to change the record of the vote of Councilmember Cissna from "Nay" to "Abstain" on the matter of Police Services in the Village.

Motion To approve: Alexander; **2nd:** Lebovich; **Vote:** All in favor.

STREET LIGHT PROJECT UPDATE: Sperling

Provided by Scott Watson, Village lighting engineer, with the Lighting Practice (TLP)

To date, no available LED lights have been considered good candidates for replacing VMA's old incandescent fixtures. Based on the mock-up recently observed in Chevy Chase Village, however, TLP believed that a version of the LED Teardrops could now be considered. The ones in the Village looked good but seemed to some to be too bright (glary) and too cool-colored. Others found them too warm, confirming the possibility of a range of opinions on the light output

TLP checked the photometrics for a lower-wattage version (38 watts instead of 55) and found that it would provide approximately the amount of light that our studies had originally predicted for the 55-watt induction lamp (slightly less). Observation of the Teardrops in Chevy Chase Village were divided over whether the fixture with the "short skirt" shield looked better than the one without it. Although the shield blocks some glare from the upper portion of the glass refractor, its underside looked rather bright (glary) from some viewing angles.

TLP arranged for Holophane to send two fixtures using the 38-watt LED source in 3000K color temperature- one with and one without the external shield. (Holophane doesn't make an internal shield.) TLP measured the luminance (glare) of both samples from the ground at various distances and their corresponding viewing angles, and believes that both versions have acceptable brightness in this wattage.

The samples were delivered to VMA and TLP has worked with VMA and PEPCO to arrange for them to be installed for a mock-up in Martin's Additions, on Bradley Lane, near the existing 55-watt Induction sample in Section 3, upon which the original lighting retrofit was based.

When the lights are hung, TLP will measure the illuminance at street level between them and compare it to (a) the amount that is predicted by Holophane's photometric files, (b) the amount that is present in nearby areas of the neighborhood, and (c) IES recommendations for street lighting in low-

traffic residential areas. TLP will also attend a viewing with the Village Council and answer questions about the fixtures, so the Council and any other interested parties can see the fixtures and decide if they like the quality of light they produce, and if so, which version they would prefer to see installed throughout your area. Based on TLP illuminance measurements and comments, we'll also decide if the present lighting plan should be revised.

MANAGER'S REPORT: SPERLING

Community Policing Program: All paperwork is in place; Google calendar set up for officer scheduling. Dan Baden will help set up payroll; Awaiting bill from Workers Comp and LGIT for enhanced insurance coverage. We will process payroll once a month. Services provided will start at 10 hours a week at \$45 per hour. The goal is to have the police officers begin work on August 1.

Sanitation Services: All in order. Heavy Trash Pick-up & A Wider Circle event: All went very well-no snafus. Almost every street made a donation. Good reports from AWC that they really like our organizational style. We'll do it again. We will consider a "soft-goods" truck in between months.

Utility Services:

WSSC-WATER: No progress on the project-start date for Pinehurst Circle waterline.

SEWER: Major disruption on Brookville Road for new sewer line; Ditto at 3404 Thornapple.

WASHINGTON GAS: Brookville Road gas lines overhaul and replacement appears to be complete.

PEPCO: An Outage was experienced in the storm of 7/3-small area of north-end. Worst were out for 22 hours. Tree and power lines down on East-West Highway caused the outage.

Tree removal still pending at 105 Quincy.

Trees:

State permit received for removal at 105 Quincy.

Tree bags and watering being taken care of by Wolfe as needed.

Tree clean up (modest) needed post storm.

Some bug infestation issues arising related to use of certain pesticides. Will do article in newsletter

Road repairs/ traffic issues: Complaints about traffic on Thornapple Street. Have directed Wayne to paint stop bars, despite the condition of the street. Consider fall traffic counts on all cut-through streets.

Street light update: Samples to be installed have been received. All Pepco permits have been processed and fee paid (\$2874) for engineering and installation fees. Date not yet set.

Community Events and Wellbeing:

- A Wider Circle: Pick up of re-usable furniture prior to July heavy trash successful. Will repeat in September.

Administrative Matters

- *Oath of Office July 1* Event was successful
- *Building issues-* No Pre-cons this month; EOC Training conducted for Assistant Manager Position
- *Website Update:* Website is live; Google analytics launched; a few tweaks remain; last changes will shake out; Facebook connection will drive off of website after that.
- *Survey Update:* still trying to schedule work session with AMT and begin training. AMT is the problem. New ARC/GIS program loaded on computer.
- Insurance renewal process completed.
- Risk Policy under review by LGIT
- State Highway One-time Grant Award paper completed and submitted by 7/23 deadline
- Continue to receive inquiries about assistant's job. Nothing outstanding in the way of a good fit.
- *Update of Applications for Assistant* Seven expressions of interest. No replies on interest after receipt of job description. For those who sent resumes, candidates either overqualified (Masters in Public Administration) or skills not a match (Maritime import specialist for example)

9:00 PM ADJOURNMENT