

The Town of  
**GLEN ECHO**

Chartered 1904

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TOWN COUNCIL MEETING MINUTES  
December 12, 2022  
Held Virtually Via Zoom

CALL TO ORDER: MAYOR DIA COSTELLO. 7:15 PM

PRESENT

Mayor: Dia Costello.

Councilmembers: (CM) Mona Kishore, Dan Spealman, Matt Stiglitz, and Julia Wilson.

CLOSED SESSION: The Town Council met in open session for the purpose of entertaining a motion to enter closed session pursuant to the Open Meetings Act, Maryland Code, General Provisions Article, Section 3-305(b)(1) to discuss the compensation and performance evaluation of the Town Manager.

Motion to enter closed session: CM Kishore; 2<sup>nd</sup> CM Stiglitz. All in favor.

Open Session:

PRESENT

Mayor: Dia Costello.

Councilmembers: (CM) Mona Kishore, Dan Spealman, Matt Stiglitz, and Julia Wilson.

Town Manager: (TM) Beth Stickler.

Residents: Bill Vincent (The Echo).

Guests: Ha-Yeon Jeon (Del. Korman representative).

OPPORTUNITY FOR COUNCIL TO HEAR RESIDENTS' COMMENTS:

Mayor Costello offered an opportunity to take comments from the residents. There were no comments.

HEARING AND VOTE ON ADOPTION OF ORDINANCE 22-06 SMALL CELL CODE AMENDMENTS:

Costello

The Council held a hearing, announced to Town residents, on the proposed amendments to the Town's small cell ordinance, first enacted in 2019, which in summary would make the following changes:

- Reducing the maximum size of equipment boxes from 28 cubic feet to 12 cubic feet)

- Require vendor to give a two year plan to the Town for deployment of 5G in the Town
- Reduce the minimum distance between antennae owned by the same vendor from 1000 feet to 500 feet.).
- Reduce the maximum number of antennae on a single pole from five to three.
- Require vendors to pay an application fee and annual inspection fee.

The principal reason for the proposed amendments were changes to the County regulations/policy on this matter, in response to new FCC guidelines.

The ordinance had been discussed and introduced at the Council meeting on November 28, 2022, and residents were provided with an opportunity to provide comments on the proposed ordinance at the hearing or via email by December 12 to the Town Manager. One written comment was provided prior to the hearing, and no additional comments were provided at the hearing.

The written comment concerned two issues: (1) A concern that the proposed ordinance clarify that the size of equipment boxes should not exceed the proposed size limitation; and (2) a concern that we were allowing boxes to be installed closer than previously permitted.

The Council considered both comments. With regard to the size, the Council observed that the proposed regulation already stated that equipment boxes are to be “no more than” 12 cubic feet in size, and therefore this concern is already addressed. Regarding the concern with reducing the mandated separation of equipment, the Council noted that the Town proposed this change (the reduction of the 1,000-foot separation to 500 feet), based on the recommendation of counsel, who reported that the Town of Chevy Chase’s telecommunications counsel was concern that the previous 1,000 foot separation may be considered too restrictive, and thus run afoul of FCC rules which prohibit local jurisdictions from imposing restrictions preventing the effective provision of service.

Having considered all comments and after brief discussion, the Council voted on Ordinance 22-06. So far the Town has not been approached by any utility about installing 5G antenna.

Motion to Adopt Ordinance 22-06 (Small Cell): CM Kishore; 2<sup>nd</sup> CM Stiglitz. Approved 4-0.

PROPOSED SMALL CELL RIGHT OF WAY USE AGREEMENT: Costello

The Council voted on this agreement at the December 12 Council meeting. It includes the application fee and annual inspection fee.

Motion to Adopt Small Cell Right of Way Use Agreement: CM Stiglitz; 2<sup>nd</sup> CM Wilson. Approved 4-0.

COUNCIL MEETING MINUTES: ACTION ON NOVEMBER 28, 2022 MEETING

Minutes of the November 28, 2022 Council meeting were approved.

Motion to Approve Minutes: CM Spealman; 2<sup>nd</sup> CM Wilson. Approved 4-0.

UPDATE ON ARPA FUNDS: Stickler

The Town has spent \$22,927 of the American Rescue Plan Act funds on the new AC Units for Town Hall, and will spend about \$20,000 on street signs and \$21,525 for repairs on Columbia Avenue for a total of \$64,452. That leaves \$203,035 (the Town received a total of \$267,487). Other potential projects for which the funds could be used are Town Hall upgrades/renovations and stormwater installations. The funds must be obligated by December 31, 2024. The next report on the funds is due April 30, 2023.

UPDATE ON CLARA BARTON HOUSE RENOVATIONS: Costello

The Town is preparing comments on the Clara Barton House renovations, due January 9, 2023. Residents have been informed of the project and provided with the draft plans if requested. The Town has gotten input from some residents as well as the Town Engineers. The Town is concerned with the construction plans, including that there is no staging plan and that Oxford Rd could be damaged by heavy traffic. There is also no lighting plan and HVAC siting plan. The Town will form a resident committee to monitor the construction. The Council was asked to provide comments to TM Stickler by January 3. The project is slated to begin October 2023.

MLK DAY PLANS: Wilson

The Livable Town Committee will meet on December 14 via Zoom to discuss their MLK Day of Service project. Mayor Costello will provide contact information for Greentree Shelter in Bethesda. Town Hall has been reserved for the day, January 16, 2023.

Winterlude is scheduled for February 11 with a raindate February 10. Contributions will be turned into donations for Greentree Shelter. This year the Committee will use LED Votives.

INVESTMENT PLANS: Stickler

Current investments:

Maryland Local Government Investment Pool (MLGIP) Recent rate 3.8% and balance \$84,588

Money Market Rate 3.12% and balance \$978,189

The Council decided to move more funds into the MLGIP from the Money Market Account, as the CD rate is less than MLGIP. The Council agreed to move 50% of the Money Market funds to MLGIP. The Council agreed to consider increasing this amount should TM Stickler determine that it is convenient to transfer money to the Town's checking account if needed.

UPDATE ON STREET SIGNS: Costello

The names will be centered in neutraface bold, and the signs will not have a black border. The names will have Ave or Cir etc in Superscript upper case. The signs will be installed in January. TM Stickler will send out a Constant Contact to residents regarding their requests for the old signs. Old street signs will be given out based on who has lived on the street the longest. No parking signs are not being replaced.

FINANCIAL REPORT FOR THE MONTH OF NOVEMBER: TM Stickler

The month of November was an average month in terms of revenue and expenses.

Revenue:

Property Tax: Received \$10,691.61 now at 59% of budget.

Income Tax: Received \$76,812.79 now at 61% of budget.

Cable: Received \$117.98 now at 26% of budget.

Highway User: Received \$1,922.10 now at 11% of budget.

Expenses:

Bolt Legal Expense was \$682 for October: 18% audit response letter and 82% small cell ordinance and ROW agreement.

Motion to Approve the Financial Report: CM Spealman; 2<sup>nd</sup> CM Wilson. Approved 4-0.

OPERATIONS REPORT: Social; Infrastructure; Administrative: TM Stickler

Social:

**Holiday Brunch:** Brunch was held December 10 in Town Hall 10-11:30am.

Infrastructure:

Raya's Garden: Update on installation.

Administrative:

Town Hall Rentals: There has been a large amount of interest in renting Town Hall. Ballet Petite will be renting it Sunday mornings starting in January to hold classes.

PLANNING FOR MEETINGS IN 2023: Costello

The Council discussed the January 2023 Meeting scheduled for January 9. It will start at 8:00 PM and be held upstairs in Town Hall. The Council will continue to meet upstairs in Town Hall for the first few months of 2023.

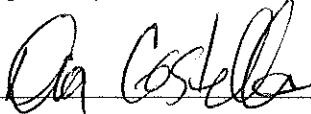
OPPORTUNITY FOR COUNCIL TO HEAR RESIDENTS' COMMENTS:

Mayor Costello announced a closing opportunity for comments by the residents. There were no comments.

ADJOURNMENT:

Motion to adjourn: CM Stiglitz; 2<sup>nd</sup> CM Kishore. All in favor. Meeting Adjourned 8:35 pm

Minutes Prepared by: Beth Stickler, Town Manager

Approved:  Date: 1-11-2023

Mayor, Dia Costello