

The Town of  
**GLEN ECHO**

Chartered 1904

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TOWN COUNCIL MEETING MINUTES

February 13, 2023  
Held Virtually Via Zoom

CALL TO ORDER: MAYOR DIA COSTELLO, 7:30 PM

PRESENT

Mayor: Dia Costello.

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

Town Manager: (TM) Beth Stickler.

Residents: Allison Bragan (Vassar C), Pete Epanchin (Echo), Gloria Levin (University Ave), John Lynch (Vassar C), Willem Polak (Princeton Ave), Martha Shannon (Wellesley C), Jan Shaut (Harvard Ave).

Guests: MCPD Officer Demond Johnson, Community Services Officer of the 2<sup>nd</sup> District; Ha-Yeon Jeon (Del. Korman representative).

DISCUSSION WITH OFFICER DEMOND JOHNSON OF THE 2<sup>ND</sup> DISTRICT MCPD:

Officer Demond Johnson, Community Services Officer of the MCPD 2<sup>nd</sup> District attended the first part of the Council Meeting.

OPPORTUNITY FOR COUNCIL TO HEAR RESIDENTS' COMMENTS:

Mayor Costello offered an opportunity to take comments from the residents. Gloria Levin (University Ave) announced that she has resigned from the Glen Echo Fire Department Board. The Echo will advertise the position. John Lynch (Vassar C) discussed his plan to remove a large red oak from the front of his property and the need for a right of way restoration bond. As he is not needing a crane or other large equipment, he does not need to submit a bond check.

COUNCIL MEETING MINUTES: ACTION ON JANUARY 9, 2023 MEETING

Minutes of the January 9 2023 Council meeting were approved.

Motion to Approve Minutes: CM Spealman; 2<sup>nd</sup> CM Wilson. Approved 3-0.

WINTERLUDE PLANS: Wilson

The Livable Town Committee's annual Winterlude is scheduled for March 4 with a raindate of March 5. Harvard Ave will be blocked off with barricades.

TOWN HALL UPGRADES: Costello

Mayor Costello met with Neil Shaut of Case to get a preliminary budget for Town Hall upgrades. The estimate would be around \$23,000 depending on the work done. The Town could use American Rescue Plan Act funds. Upgrades could include: removing pegboard; painting; new counters; floor tile; stair risers. The Town will develop a request for bids and would like to have the work done in August. The Council discussed the poor acoustics in Town Hall, due to the cinder blocks. Covering them with drywall would be very expensive.

APPROVAL OF NEW TOWN LANDSCAPING COMPANY: TM Stickler

The Town went out to bid for landscaping services for the upcoming season.  
Posted on Town website 1/11/23  
Sent out to 4 vendors via email 1/11/23  
Posted on MML Classifieds (sent 1/10/23)  
Posted on E Maryland Marketplace 1/11/23 (390 vendors)  
Bids were due 1.27.23 at noon. The Town received 7 bids.

Far Group

Total \$ 118,040

Green Earth

Total \$27,906

Jullz & Bellz Associates LLC

Total \$60,300

Land Healing

Total \$59,610

Level Green Landscaping

Total \$27,122

Maple Hill (last season's contractor)

Total \$31,800

Rolling Acres

Total \$60,355

Recommendation:

From the RFP: Contract Award. The Contract will be awarded by the Mayor and Council. The award will be made to the qualified bidder who, in the determination of the Town officials, is the lowest responsible bidder, that best meets the needs of the Town.

The Town got seven bids. TM Stickler recommends Level Green Landscaping. In addition to being the lowest bid, they had excellent references and work at Glen Echo Park (since 2019) so are familiar with the area.

The Council Members agreed that working with the Glen Echo Park landscaper makes sense, especially since they had the lowest bid.

Motion to Approve Level Green as the Town Landscape Contractor: CM Wilson; 2<sup>nd</sup> CM Spealman. Approved 3-0.

FINANCIAL REPORT FOR THE MONTH OF DECEMBER:. TM Stickler

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

Revenue:

Income tax \$4,094 now at 64% of budget  
Highway User Revenue \$3,451 now at 31% of budget  
Property taxes \$51,138 now at 97% of budget  
Public utility \$21,874 now at 115% of budget  
Corporate taxes \$17 now at 76% of budget

Expenses:

Bolt Legal Expense was \$155 for December: 40% for closed meeting reporting requirements, 20% personnel matter, and 40% small cell ordinance.

Motion to Approve the Financial Report: CM Kishore; 2<sup>nd</sup> CM Spealman. Approved 3-0.

OPERATIONS REPORT: Social; Infrastructure; Administrative: TM Stickler

**Social:**

**Volunteer Appreciation:** This event is scheduled for March 12 5pm at Town Hall. It will be a reception with light refreshments.

**Infrastructure:**

**Street Signs:** New signs were installed by Shannon Baum February 2<sup>nd</sup> and 3<sup>rd</sup>. The old signs were distributed by length of residence on each street per request. The finials are incorrect and will be replaced with acorn finials per the contract.

**Clara Barton House Update:** The Town received an update email from NPS on 2/9/23. "As you are aware, the National Park Service (NPS) requested comments regarding the Schematic Design Plans for the proposed rehabilitation of the Clara Barton National Historic Site by January 9, 2023. We want to acknowledge and convey our appreciation of the time and attention you have given to this important project as part of the Section 106 process. We received many comments and are in the process of reviewing those comments in addition to what we heard during the two consulting parties' meetings in 2022. The NPS remains committed to this project and the preservation of this National Historic Landmark to ensure that the important stories of Clara Barton's work and life are shared for many generations to come.

Based upon our internal review process and the feedback that we received from our consulting parties, the NPS will reconsider the current project program and develop alternatives for the use and rehabilitation of the site. Over the next few months, the NPS will update the schematic design plans in a sincere effort to address your comments. As part of this process, we will also be engaging the consulting parties.” This will delay the construction on the Clara Barton House renovations.

**Welcome sign:** The Town may want to consider a welcome sign and new post office sign. This will be on the April Council Meeting agenda.

**Pepco meeting:** TM Stickler met with Pepco January 13 regarding streetlights. There is an opportunity to convert to LEDs now, however the choices for streetlights do not offer what the Town may want. The Town will wait until there are more choices for style/kelvin.

**Crosswalk at Bannockburn and MacArthur Blvd:** Montgomery County Department of Transportation was sent the Town’s request for a review of lighting and striping at the crosswalk. We would also like DOT to consider installing a Pedestrian Hybrid Beacon there. The Town should receive their report by February. Mayor Costello followed up with DOT in early February. We have requested to host a meeting with the DOT team the Town and Bannockburn representatives at Glen Echo Town Hall to discuss the study findings.

#### **Administrative:**

**Election Timeline:** Nomination letters due to Jan Shaut by April 11, Meet the Candidates night is April 14, Election is May 1, take office at Council Meeting on May 8.

**Chesapeake Bay Trust Progress Report:** The Town submitted its second progress report to the Trust January 31. GEEC Chair Holly Shimizu and member Robin Kogelnik will attend the March 13 council meeting to discuss the engineering designs and path forward.

CM Stickler developed an RFP for installing the rain garden and bioswale and started putting together the grant application to the Trust with input from Coastal Resources - due March 8. The RFP was sent to six firms January 31. The firms were recommended by CRI and Bannockburn. The RFP was posted on the Town website and with MML. Bids are due 2/17/23.

**Irish Inn Lease And Parking Proposal:** The owner of the Irish Inn would like a 5-year lease with the Town, and asked if the Inn can also lease the other lots bordering Oberlin for occasional overflow parking. This will be on the March Council Meeting agenda.

**Meeting with Glen Echo Fire Department Chief Dunn:** Mayor Costello and TM Stickler met with the GEFD fire chief on January 23. They are pursuing funding to build a new station. He looked at the Clara Barton House plans and they seem fine for emergency purposes. Mayor Costello and TM Stickler will tour the current station. He would like to hold CPR training at Town Hall.

#### **PLANNING FOR MARCH 6 BUDGET WORK SESSION:** Costello

The Council discussed the March 6 budget work session. It will start at 7:30 PM and be held upstairs in Town Hall. While it is open to the public, public comments will be heard at the April 10 budget hearing. The March 13 Council Meeting will take place at 7:30 upstairs in Town Hall.


OPPORTUNITY FOR COUNCIL TO HEAR RESIDENTS' COMMENTS:

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

ADJOURNMENT:

Meeting Adjourned 9:25 pm

Minutes Prepared by: Beth Stickler, Town Manager

Approved:  Date: 3-27-2023

Mayor, Dia Costello