

The Town of  
***GLEN ECHO***

Chartered 1904

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TOWN COUNCIL MEETING MINUTES

June 12, 2023

Via Zoom

CALL TO ORDER: MAYOR DIA COSTELLO. 7:33 PM

PRESENT

Mayor: Dia Costello.

Councilmembers: (CM) Dan Spealman, Matt Stiglitz, and Julia Wilson. Absent: Dawn Tanner

Town Manager: (TM) Beth Stickler.

Residents: Carol Barton (Yale), Henry Barrow (Yale), Jim Bohi (Bryn Mawr), Gloria Levin (University), Emily Parsons (Echo).

OPPORTUNITY FOR COUNCIL TO HEAR RESIDENTS' COMMENTS:

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

OPPORTUNITY FOR COUNCIL COMMENTS:

There are two cars that have been parked in Town for several weeks or months. TM Stickler has reported the one near CM Stiglitz and will check on the timeline for removal. She will report the other one with a Virginia plate. TM Stickler will put out a Constant Contact asking residents to report abandoned cars to Town Hall.

Mayor Costello will work with Gloria Levin to set up a resident meeting regarding how to help Nancy Long going forward. Nancy Long was a long time resident and Council Member who now resides in a memory care facility outside of Town. Mayor Costello will ask Ayan Kishore (University Ave) if he would like to record Ms. Long's oral history about the Town.

COUNCIL MEETING MINUTES: ACTION ON May 8, 2023 MEETING

Minutes of the May 8, 2023 Council meeting were approved as amended.

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

FENCE ON ROW AT BRYN MAWR: Costello

A resident, Jim Bohi (Bryn Mawr Ave), replaced a 30+ year old fence on the ROW at Bryn Mawr Ave. Mr. Bohi attended the meeting. He said they replaced the fence as it was falling down. The Council decided to allow the fence to remain, as the landscapers are not having issues with mowing access. The installation of this fence as well as a replacement fence on some properties prompted TM Stickler to suggest that Town permits be required for all fences, as some fences do not have any documented permits with the County or Town.

INTRODUCE: 23-03 AN ORDINANCE TO AMEND THE CODE OF ORDINANCES TO CLARIFY AND ADD REGULATIONS AND PERMIT REQUIREMENTS FOR FENCES, AND TO REQUIRE A PERMIT FOR A REPLACEMENT FENCE : Costello

This proposed ordinance would require a permit for all fences in Town, regardless of whether it is a replacement fence or requires a County permit. This is due to fences going up as replacements, but never having been permitted previously by the County or Town, or not being "like for like" as required by the County and Town.

Montgomery County Department of Permitting Services Website:

"A permit is required to install any type of fence in Montgomery County. Replacement of an existing fence (originally installed with a fence permit) with the same kind of fence (in the same location at the same height), does not require a fence permit. If an existing fence was not installed with a fence permit, the replacement fence must have a fence permit."

These requirements are not being met lately, and some residents have complained to the Town.

CM Spealman and CM Wilson noted that residents are complaining about too many permits being required in Town. At the July 10 Council Meeting this ordinance will be considered again for introduction, as the Council was not convinced that it is needed.

TRAILERS & BOATS PARKED ON TOWN STREETS: Costello

The Town has gotten complaints about a cart parked on University Ave, and is aware of two boats parked on Town streets. These have all been parked on Town streets for many years. The owner of the cart has been given 30 days to have it removed, or allow the Town to have it removed at Town expense (by July 7).

A boat on Wellesley Circle has been removed as requested by the Town, as it was on the dead end and was blocking parking access and utility work access. Two other boats need to be addressed. The Code of Ordinances:

#### Section 19.10 Parking Over 15 Days Prohibited

The continuous and uninterrupted parking of motor vehicles and trailers upon the streets and roadways of the Town for a period longer than fifteen (15) consecutive days is hereby prohibited. In those cases where it is necessary for the owner or operator of a vehicle to park for a longer period, he may make application to the Mayor, the Town Clerk or the Vehicle Control Officer for use of public space set aside for extended parking, which application may be granted upon good cause shown.

(Ord. No. 00-01, effective 6/5/00; Ord. No. 16-02, effective 1/30/17; Ord. No. 18-02, effective 6/3/18)

The Town considered allowing the boat owners to request permission to park, however CM Stiglitz believed that permission should only be granted in extenuating circumstances. He will research the edits on Section 19.10. He will also check if the trailers are registered with license plates.

#### RFP ON TOWN HALL UPGRADES: Costello

Mayor Costello discussed some possible upgrades to Town Hall, which could be paid for with American Rescue Plan Act funds. TM Stickler will post an RFP to get bids on the line items for the scope of work and report back at the July Council Meeting so a decision can be made on which to pursue. Other possible uses of the funds are raingardens and LED streetlights.

#### UPDATES ON TRESTLE BRIDGE DEMOLITION: Costello

Mayor Costello reported that draft comments on the WMATA Wilson Trestle Bridge demolition were submitted May 10 to NPS. On June 6 Mayor Costello and TM Stickler attended a meeting with NPS and WMATA and learned that the footers below the bridge may potentially not be demolished as this would be better as it would reduce the scope of work and thus noise and disruption for the residents. While it will take 6 months for the process, the majority of the demolition will take two to three weeks. Mayor Costello invited WMATA and NPS to hold a public meeting for stakeholders and residents at Town Hall.

CM Spealman asked if the Town could take the bridge and the land from WMATA and fence it off completely. TM Stickler will ask the Town Engineers if this is possible and what it would cost. Mayor Costello will bring this option to WMATA representative James Ashe. CM Stiglitz noted that the bridge likely must come down. Mayor Costello will report back at the July Council Meeting.

#### Budget Amendments for June 2023: TM Stickler

##### Budget Amendments Revenue:

Category 06.2 Town Hall Rental: Revenue is at \$13,885 and budget is \$6,000. Increase budget by \$7,885.

Category 07. Interest: Revenue is at \$8,534 and budget is \$300. Increase budget by \$8,234. Increase in interest rate and moving funds to MLGIP.

Category 11. Miscellaneous Revenue PCB Settlement \$17,414

Budget Amendments Decrease in Expenses:

Category 22.110 Town Hall Improvements: decrease by \$17,000 as used ARPA Funds for new HVAC units.

Category 23.3 Street Signs: decrease by \$19,000 as used ARPA Funds for the new street signs.

Category 24.3 Snow Removal decrease by \$23,905 (unspent funds); budget is \$25,000.

Budget Amendment Expenses:

Category 21.4 Other Professional Services: Budget is \$500 spent \$2963 with Coastal Resources for help with grant proposal and RFP for installing raingardens. The Council is asked to approve \$2,463 to cover the expense.

Category 22.22 Software/Domain: Budget is \$1,050 spent \$2,437. The Council is asked to approve \$1,387 to cover the expense. This includes Zoom, Constant Contact, email costs.

Category 22.3 Bank Fees: Budget is \$250 spent \$1,141. The Council is asked to approve \$891 to cover the expense. This includes credit card fee, bank fees, new paper checks for two checking accounts.

Category 24.51 Town Tree Pruning: \$5,175 spent of \$2,000 budgeted. The Council is asked to approve \$3,175 to cover the expense.

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

FINANCIAL REPORT FOR THE MONTH OF MAY: TM Stickler

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

Revenue:

State Income Tax: Received \$35,306.48 now at 118% of budget. Usually get another tranche in June.

Verizon: \$726.02

Comcast: \$115.56

Now at 82% of Cable Franchise budget.

Highway User Revenue: Received \$2841.66. Now at 60% of budget. Will receive more in July and September for FY23.

Expenses:

Bolt Legal Expense was \$310 for April: 50% bridge demolition; 20% for guidance on Bowdoin traffic options; 20% guidance on use of ARPA funds; 10% guidance on regulation of fences and patios.

OIPA Expense was \$1,512.50 for April: 55% on bridge demolition; 42% permit review.

TM Stickler had a conversation with Eva (LSWG Auditor) regarding the ARPA grant Accounting practices and resolved the QuickBooks issue with grants.

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

OPERATIONS REPORT: Social; Infrastructure; Administrative: TM Stickler

Social:

July 4: Angela Hirsch will lead the holiday event.

July 23: Summer Picnic and Pie Baking Contest, 5-7PM. Vendors have been scheduled.

Infrastructure:

Street Lighting: The Town has arranged a meeting with Elaine Bodlander (Town resident and lighting expert) June 19 via Zoom at 7:30pm. This will be an open meeting for the Council and residents to attend. She will go over the technical information regarding LED streetlight choices.

Painting Town Hall outside: TM Stickler is getting quotes from contractors to power wash and paint areas of Town Hall where paint is chipping off. Case quoted \$5000; waiting for a quote from Royal painting who did the painting work in 2016.

Administrative:

Audit meeting: TM Stickler and Mayor Costello met with LSWG on June 6 to kick off FY23 audit.

No August meeting this year, as has become an annual occurrence.

OPPORTUNITY FOR COUNCIL TO HEAR RESIDENTS' COMMENTS:

Mayor Costello announced a closing opportunity for comments by the residents.

ADJOURNMENT:

Motion to Adjourn: CM Spealman; 2<sup>nd</sup> CM Wilson. All in favor. Meeting Adjourned 9:25 pm

Minutes Prepared by: Beth Stickler, Town Manager

Approved: Dia Costello Date: 7-26-2023

Mayor, Dia Costello