

# **Chevy Chase Village Board of Managers' Meeting**

## **June 13, 2022**

*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 (Phone)
Gary Crockett, Treasurer	Present
Nancy E. Watters, Assistant Treasurer	Absent
Linda Willard, Member	Absent
Louis Morsberger, Member	Present (Virtual)

### **STAFF**

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Ellen Sands, Director of Municipal Operations	Present
Demetri Protos, Finance Director	Absent
Jennifer Young, Administrative & Constituent Services Assistant	Present

### **COUNSEL**

Suellen M. Ferguson, Village Counsel	Present (Virtual)
--------------------------------------	-------------------

Elissa Leonard, Chair of the Board of Managers, called the meeting to order at 7:30 p.m. Mr. Morsberger participated virtually. Mr. Winstead participated by phone beginning at 7:40 p.m.

Ms. Leonard stated that prior to the Board's regular meeting, the Chevy Chase Village Board of Managers convened a virtual closed session beginning at approximately 6:45 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.

### **Oath of Office Ceremony**

Karen Bushell, Clerk of the Circuit Court for Montgomery County, administered the Oath of Office to Elissa A. Leonard and Robert C. Goodwin, Jr.

### **Election of Officers**

*Mr. Crockett moved the following slate of appointments to serve as Board officers:*

*Elissa A. Leonard, Chair*

*Robert C. Goodwin, Vice Chair*

*Gary Crockett, Treasurer*

*Nancy E. Watters, Assistant Treasurer*

*David L. Winstead, Secretary*

*Linda Willard, Assistant Secretary*

Mr. Goodwin seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, and Mr. Morsberger voted in favor of the motion. Mr. Winstead had not yet arrived. The motion passed.

### **Board Appointment of a Member to Serve as Building Officer**

*Mr. Goodwin moved to appoint Gary Crockett to serve as Building Officer. Mr. Morsberger seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, and Mr. Morsberger voted in favor of the motion. Mr. Winstead had not yet arrived. The motion passed.*

### **Approval of Minutes from the Board's Previous Meetings**

Minutes of the Board's Regular Monthly Meeting held on May 9, 2022, and the 108<sup>th</sup> Chevy Chase Village Annual Meeting held on April 18, 2022, were circulated to the Board prior to the meeting.

*Mr. Crockett moved to approve the minutes from the Board's May 9, 2022, regular meeting and the 108<sup>th</sup> Chevy Chase Village Annual Meeting held on April 18, 2022, as drafted. Mr. Goodwin seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, and Mr. Morsberger voted in favor of the motion. Mr. Winstead had not yet arrived. The motion passed.*

### **Removal of a Tree from the Public Right-of-Way**

#### **A-2704 (ROW Tree Removal) Ms. Caitlin S. Steed & Mr. Jeremy M. Steed**

#### **6 Primrose Street**

Remove one Black Gum tree measuring eight (8) inches in diameter located in the Primrose Street public right-of-way to accommodate a proposed private driveway.

*Mr. Crockett moved to approve the public tree removal request in Case A-2704 on the basis that the evidence presented, including the Staff Report and Case Synopsis, demonstrates that the applicable requirements for approval have been met. Staff is directed to draft a decision based on this evidence, including findings of fact and conclusions, approving the public tree removal request. Mr. Goodwin seconded the motion. Mr. Crockett, Mr. Goodwin, Ms. Leonard, and Mr. Morsberger voted in favor of the motion. Mr. Winstead had not yet arrived. The motion passed.*

### **Treasurer's Report**

The Treasurer's Report was circulated to the Board and posted to the Village website prior to the meeting. *No action was taken by the Board.*

### **Matters for Board Discussion, Consideration, and Possible Action**

- **Purchase Authorization:** Replacement of the security cameras in the Belmont Avenue Extended Public Right-of-Way (Buffer Area): \$77,600 from *Convergint Technologies* (FY2023 budget)

*Mr. Goodwin moved to waive the competitive bidding requirements and authorize the Village Manager to purchase eight (8) replacement security cameras for installation in the Belmont Avenue Extended Public Right-of-Way at a cost of \$77,600 from Convergent Technologies under the FY2023 budget. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Morsberger, and Mr. Winstead voted to approve 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. Goodwin seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Mr. Morsberger, and Mr. Winstead voted in favor of the motion. The motion passed. The meeting adjourned at 7:47 p.m.*

---

Attested by: Shana Davis-Cook, Village Manager

***FINAL***

