

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

## **November 14, 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
Gary Crockett, Treasurer	Present
Nancy E. Watters, Assistant Treasurer	Present
Linda Willard, Member	Present
Louis Morsberger, Member	Present

### **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	Present (virtual)
Jennifer Young, Administrative & Constituent Services Assistant	Present

### **COUNSEL**

Suellen M. Ferguson, Village Counsel	Present
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Elissa Leonard, Chair of the Board of Managers, called the meeting to order at 7:30 p.m.

Ms. Leonard stated that prior to the Board's regular monthly meeting, the Chevy Chase Village Board of Managers convened in closed session beginning at approximately 7:00 p.m. in the Village Hall, pursuant to Section 3-305(b) (1) of the General Provisions Article, Annotated Code of Maryland, to discuss personnel matters that affect specific individuals. The Board members in attendance voted 7-0 on an employment contract and compensation for the Police Chief.

### **Appeals, Special Permits, and Variance Requests**

#### **A-8184 (Special Permit) Mr. Justin Shur and Ms. Kimberly Shur 8 Primrose Street**

Remove and expand an existing driveway, which would exceed the maximum allowed width on private property by a maximum of twelve feet, one inch (12'-1") for a length of twenty-one feet, six inches (21'-6"), for a maximum width of twenty-seven feet and one inch (27'-1").

*Mr. Crockett moved to approve the Special Permit request in Case A-8184 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 Special Permit*

*request.* Mr. Goodwin seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

**A-8185 (Variance Request) Mr. Marc Katz and Ms. Leana Katz  
7 West Kirke Street**

Install a generator which would encroach a maximum of one and four tenths (1.4) feet into the required seven (7) foot rear (north) yard setback.

*Mr. Crockett moved to approve the variance request in Case A-8185 on the basis that the evidence presented, including the Staff Report and Case Synopsis demonstrates that the applicable requirements for approval of the variance request have been met subject to inclusion of measures to mitigate noise levels exceeding the Village ordinance. Staff is directed to draft a decision based on this evidence, including findings of fact and conclusions, approving the variance request conditioned upon the installation of noise mitigation should the unit constitute a confirmed noise violation.* Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. 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**

**Board Discussion and Consideration of a Letter to the District's Department of Transportation Regarding the Proposed Bike Lanes on Connecticut Avenue, NW.**

*Mr. Crockett moved to authorize the Village Manager to submit a letter on behalf of the Village Board to the District's Department of Transportation regarding the proposed bike lanes on Connecticut Avenue, N.W.* Mr. Morsberger seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

**Purchase Authorization:** Holiday Monetary Gifts from the Board to the Village Staff \$150 Giant gift cards for all full-time, temporary and seasonal employees.

*Ms. Willard moved to authorize the Village Manager to purchase twenty-nine gift cards at a value of \$150 each from Giant Food grocery store for dissemination to all permanent and temporary employees, for a total cost of \$4,132.50.* Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.

## **Commission and Committee Matters**

### **Financial Review Committee**

Mr. Brian Christaldi, Chair of the Financial Review Committee and Mr. Robert Diss, CPA, Vice President, Lindsey and Associates, LLC presented the draft audited financial statements for FY2022. *No action was taken by the Board.*

### **Stormwater Committee**

*Mr. Crockett moved to approve the Stormwater Committee Scope of Work. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed.*

*Mr. Crockett moved to appoint the following individuals to serve on the Stormwater Committee: Robert Goodwin, Jr. as Board Representative, and the following residents as members:*

*Ignacio Quintana (Quincy Street), Maggie Marcus (Hesketh Street), Bill Atkins (Grafton Street), Nick Jacobs (Oliver Street), Jeanne Asher (East Melrose Street), Jim Petrila (East Melrose Street), and the following Committee Representatives: Tree Committee—Nina Bang-Jensen (Oliver Street), Environment & Energy Committee—Marea Hatzios (West Irving Street), and Parks & Greenspaces Committee—Margo Kingston (Hesketh Street). Ms. Willard seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of 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. *At the request of the Town of Chevy Chase, the Board authorized the Board Chair to submit a second letter to the County Council reinforcing the Board's support of an amendment to the county's capital improvement programs budget to fund a contribution toward the Farm Women's Market project.*

### **Adjournment**

*Mr. Crockett moved to adjourn the meeting. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Mr. Crockett, Ms. Watters, Mr. Winstead, Ms. Willard, and Mr. Morsberger voted in favor of the motion. The motion passed. The meeting adjourned at 8:31 p.m.*

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Attested by: Shana Davis-Cook, Village Manager

**FINAL**