

**TOWN OF GLEN ECHO  
COUNCIL MEETING  
March 12, 2018**

ATTENDANCE: Willem Polak, Mayor  
Dan Spealman, Councilmember  
Nancy Long Councilmember  
Matt Stiglitz, Councilmember

Susan Ladani Clerk- Treasurer

VISITORS: Aaron Hirsch

Mayor Willem Polak called the meeting to order at 8:05 p.m.

## COUNCIL NOTE

Councilmember Dia Costello is in Colorado and will not be attending the meeting tonight.

## APPROVAL OF MINUTES

**No motion on February minutes** No motion was made to approve the was made the February 12, 2017 Town Council minutes. The following edits were made to the minutes, "Councilmember Spealman asked to clarify that comments from survey participants be framed as suggestions". "Councilmember Stiglitz indicated he has numerous revisions which would take up too much time to review in this meeting. It was agreed that Councilmember Stiglitz would email his proposed edits to Susan Ladani after the meeting.

## PROPOSED CHANGES TO TOWN ORDINANCES 31

The Council has been working for several months on a more modern rewrite of the Town ordinances. All ordinances were reviewed to determine if their language is accurate, relevant, redundant, or restrictive. Following the review the next step is to rewrite the ordinances so that they are more accurate and streamlined giving The Town the highest degree of flexibility. This ordinance review process started in 2016 and is posted on The Towns website. Residents have until next meeting to review and submit comments. Preferably comments will be received 2 -3 weeks before the Council meeting allowing time for review consideration.

The process for amending an ordinance is as follows:

1. Council must introduce an ordinance.
2. Ordinance must set at least (6) days before any action is taken on it.
3. Hearing on the proposed amendment (Review all comments and draft proposals).
4. Entertain motion to adopt or amend the proposed draft(s).

Currently there are (2) ordinances to introduce for review / amendment:

1. Building Regulation
  - a. State law requires a draft be given to the County Council for their comments at least (30) days before any potential action.
  - b. There are not (30) days between tonight's meeting and the next Council meeting in April. Therefore they were sent to the County Council 3 days ago ahead of this meeting.
  - c. The ordinance numbers are 18.01 and 18.02

Matt moved to introduce ordinance 18.01 (Building code) and 18.02 (Amend the Town Code) at this time. Dan 2nd the motion. Motion approved.

Information related to ordinances is posted on the Town's website under Ordinances.

Under Maryland's Open Meetings Act the Town is required to give notice of the Proposed Agenda and the proposed draft. This can be accomplished by publishing in the newsletter as well as notifying residents via a flyer to their residence.

A flyer will be sent out to The Town residents informing them that information related to proposed ordinance changes is posted on The Town website and available for review at Town Hall.

Susan Ladani emailed a draft of the flyer to Ron Bolt for review prior to distributing the flyer to Town residents.

It was noted the majority of proposed changes are minor in nature. The most substantive building code change is the requirement that the Town's permit be posted during construction and also giving the Town stop work authority in case someone is working in violation or without a permit. In addition, clarification of who is responsible for maintaining the right of way and driveway aprons were part of the discussion.

Draft of animal control ordinance is under review and will most likely require its own specially announced meeting to allow those with interest to attend and voice their concern or support for chickens in the Town.

## **Streets and Sidewalks**

Still tracking down traffic studies

Dan will follow up with Steve Matney

Holly Shimizu, the leader of the Green Team, asked to have the following statement read into the record at the meeting:

"Saturday April 7th at 3:00 pm in the Town Hall the Green Team is hosting a program by Town resident and landscape architect Tim Bragan and his work partner Joe Chamber on ecological landscape principles for home gardens."

## **Police Advisory Board; Councilmember Stiglitz:**

Meeting held this past Thursday

The new Police station is open and the committee was given a tour

Crime trends

The biggest problem in the county remains to be Auto theft.

They have made some recent arrests.

There has been more activity along Western Avenue on both sides on the line in Maryland and DC

Just a reminder to Town residents to lock your cars and keep valuables out of site.

### **Matt McFarland**

Tree Removal - 1 Vassar Circle

Seeking permission to remove a diseased tree on his property by the end of April

After removal of the tree he offered to plant other tree(s) in the Right of Way. He questioned whose responsibility it will be to maintain them? Town counsel Ron Bolt would respond.

Mayor Polak stated the Council will get back to Mr. McFarland regarding his question after consultation with Town counsel.

### **Fire at Adventure Theater**

There was a fire last week at Adventure Theater the Theater is still usable, however the office space was significantly damaged they estimated approx. \$500,000.00 in repairs will be needed.

### **Land Advisory Committee**

Mr. Karim Khalifa called in to brief the Council on results of the charrette that took place on February 10th

The number of residents in attendance was approx. 30 with a few non-residents attending as well

Generally there was support for:

1. Renovating the existing Town Hall
2. Optimizing Town properties at Tulane and Oberlin Avenues to increase revenues
3. Retain or develop green space on Vassar Circle

Council member Spealman asked Mr. Khalif what the next steps should be if the Council decides to pursue an initiative to increase revenues of the Tulane and Oberlin Avenue properties.

#### **(Proposed) Key Next Step:**

1. Reach out an architect with proven experience rezoning properties in area
2. Research the costs and time frame associated with rezoning the properties
3. Contact several local developers to gauge interest in the project

Highest value of the property would be to rezone as Commercial property.

Council members Matt Stiglitz and Nancy Long both had reservations about moving forward with rezoning and selling the properties, saying the profits would more than likely find a way to be spent and the rainy day fund wouldn't be there when the Town needed it.

Mr. Khalifa pointed out that the land can be rezoned now and not sold but held and sold at some point in the future when it is more valuable.

It was pointed out that developing the properties for commercial use may aggravate an already congested traffic problem.

Resident Renny Springuel suggested that the Council should consider this matter in time for the budget hearing in May.

It was discussed that the Town should consider developing a 10-year budget

Gloria Levin stated that the Town should consider zoning the properties for either residential or commercial now instead of deferring it until later due to the fact it may become more restrictive in the future.

Mayor Polak said the Irish Inn has indicated they would be interested in purchasing one of the lots once they are rezoned as commercial to assist with their parking issues.

Mayor Polak to reach out to Chris White tomorrow to schedule a follow up meeting to review all options with the Council.

## **Town Hall Matters**

1. Termites - Termites were found in several areas in and around the Town Hall. Two extermination companies inspected the site and submitted cost proposals. A motion to hire Capitol Pest - someone else seconded the motion - The motion passed
2. The Town website - Susan stated that Chris Bruno has updated the links she found that were not working properly. In addition, Susan received a proposal Van Studios to upgrade the website. The proposal will be forwarded to all Council members. The proposal will be sent to Mona for review and comment.
3. Town Hall window treatments - Existing curtains and drapes are in terrible shape - Susan received several proposals to provide new window blinds and forwarded them to all Council members. The cost difference between real wood and faux wood is negligible. Susan to get a cost proposal for white blinds.

Martha Shannon - Has spent 10 hours working with Susan on archival holdings in the Town Hall

Two things need to be done - Preservation and Access

Access would be creating a type of archival finding aid to allow you to search for information about an item

Preservation would deal with how these items might be preserved.

Create a retention schedule this would outline which items must be retained and for how long - The retention schedule would have to be approved by the state archival office.

The Town should hire a company to come in and do an assessment and put together an archival plan

Digitizing information would have to be performed by a company specializing in archival documents.

The cost for archival should be added to the Budget for review in May

Glen Echo Park posters that may or may not be stored in the attic - Mayor Polak to look for them.

Aaron - Update on Vassar Circle - The following permits have been issued:

- Demolition permit
- Sediment control plan

The contractor is Welte Brothers - There will be a phone number to call with questions / concerns

Asbestos abatement scheduled to start tomorrow - All EPA approved precautions have been taken

No demo permit is required for this project

All trees have to be removed - Aaron offered all plants and trees can be taken by residents

Aaron asked for a waiver of the 60-day requirement by the Town for removal of trees.

The bell and cornerstone from the old fire house will be removed and saved. The fire board sign cannot be saved.

Nancy - Bike path on Goldsboro Rd. - Do they have environmental specialist on the design team?

Information regarding the bike path is available on-line

Budget cost for the bike lane is \$22 million

November 15th County host Fire Department Rescue Squad meeting / event, now slated at Town Hall.

**Motion 2018** – was made by Mayor Polak to adjourn the meeting. Councilmember Stiglitz seconded. Motion passed unanimously. Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Susan Ladani, Clerk – Treasurer

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Willem Polak, Mayor

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Date 03/12/2018