

**Village of Martin's Additions  
Council Meeting Minutes  
Meeting of January 17, 2013**

**COUNCIL MEMBERS AND VILLAGE REPRESENTATIVES PRESENT:** Council Members: Richard Krajeck, Michael Zielinski, Tiffany Cissna, Jill Filipczyk. Village Manager: Jean Sperling. Village Attorney: Ron Bolt.

**RESIDENTS PRESENT:** Bill Catherwood, Keith Allen, Hanne and Frank Correl, Ted Stoddard, Noell Sottile, Susan Post.

**7:30 PM CALL TO ORDER: Krajeck**

**RESIDENTS' CONCERNS AND CONTRIBUTIONS**

**Keith Allen (Turner Lane):** Keith re-affirmed his appreciation for the quality of work of WSSC's Subcontractor on Turner Lane. In reference to the weather, he noted that his most recent storm prediction was correct -that there would no storm. in response to a question he added that it might be possible that there will be no snow this winter.

**PRESENTATION OF ELECTIONS AND ETHICS COMMITTEE-SOTTILE**

The Election 2013 Plan presented below reflects a consultation with the Charter requirements, a cooperative holiday schedule this spring and agreement of the Election and Ethics Committee.

The recommended schedule for Village Elections and Annual Meeting, 2013, is as follows:

- Friday March 1, 2013--Nomination period opens--Elections and Ethics committee will begin accepting nominations for candidates for the two open Village Council seats.
- Saturday March 2, 2013--Elections and Ethics Committee will hold a "Community Civic Engagement" forum for all residents by which we hope to generate interest and community involvement and inspire some folks to serve on the Village Council. This is intended to be an information and recruitment effort for Council Members and Village volunteers.
- Monday April 8th, 2013--Nomination period closes.
- Monday April 15th, 2013--final Candidate Statements and bios due to Village Office.
- Thursday April 18th, 2013--Candidates' Forum at the April village council meeting
- Martin's Edition Newsletter containing slate of candidates and their bios and statements and election information will be published following the April Council meeting to arrive in residents' mailboxes no later than May 1st, as required by the Village Charter (no later than 2 weeks before the election).
- Wednesday, May 15th, 2013--Village election and annual meeting (Charter requires election to take place between March 1st and May 15th each year).

Sottile noted the Committee's recommendation to open the polls earlier (5 PM) than they had in the past. The Committee and the Council agreed that they wanted to repeat the *Celebration on the Sidewalk* event during the voting.

**Motion to approve the Election Schedule as presented: Zielinski, 2<sup>nd</sup> Filipczyk; Vote: all in favor.**

**ACTION ON LEGAL SERVICES AGREEMENT BETWEEN THE VILLAGE OF MARTIN'S ADDITIONS AND THOMAS C. SCHILD LAW GROUP, LLC.**

Village Attorney Ron Bolt has informed the Council that he has left the law firm of Stein Sperling and has joined the Thomas Schild Law Group, LLC as of January 15, 2013. Over the past five years Ron Bolt has worked with Martin's Additions, along with David Podolsky, who retired from Stein-Sperling in June. A large part of the Thomas Schild Law Group is associated with their practice for community associations; Bolt's municipal law experience will compliment that group. Ron was the only municipal law attorney at Stein-Sperling. Bolt presented an Agreement for legal services for the Council's review.

Upon review of the agreement, Council member Zielinski recommended that provision #11, indemnifying and holding harmless the Schild Law firm in connection with the legal services performed for the client, be struck from the agreement.

**Motion to approve the Agreement between the Village of Martin's Additions and the law firm of Thomas C. Schild with the deletion of paragraph #11 was made by Zielinski; 2<sup>nd</sup>. Cissna; Vote : All in favor.**

**BUILDING ADMINISTRATOR'S REPORT: JANUARY Council Meeting: Sperling Activity in December 2012 and first 2 weeks of January 2013.**

**Construction Completed:**

- All current projects continue.

**New Permits Issued:**

- 3404 Taylor Street – Pod Permit.
- 124 Quincy Street – Stop Work Order issued because project started before the Building Permit was issued for the new addition. Permit eventually issued.

**Ongoing Construction Projects:**

- 3502 Cummings Lane - Accessory structure (pool house), pool, retaining wall and landscaping
- 163 Quincy Street –Framing in progress. Interior work continues.
- 3410 Cummings Lane – Trusses in place.
- 3414 Cummings Lane First floor framing in progress. Trusses delivered.

**New Permit Requests/Pending or In-process:**

- 3516 Cummings Lane – Pod Permit and Fence Permit.
- 3502 Turner Lane – Stop Work Order issue for resuming work on already unpermitted project in ROW and front yard. Office is awaiting Building Permit application.

**Construction Inquiries/ Pending Building Issue:**

- More inquiries about installing generators.

- 3502 Cummings Lane – Litigation over property line between 3418 & 3502 settled in favor of 3418.
- 205 Oxford Street – Addition, renovation. No action.

**Other Municipal Support: Management:**

- 124 Quincy Street – Continued issues with neighbors.
- Resident concerns – e.g. car parking on ROW and in front yard, weather and WSSC project.
- Ongoing supervision and progress reporting of construction projects.
- Work with Verizon, Comcast and RCN on transferring telecom lines to new poles.
- Pepco installation of new triplex lines.
- Move in / out parking control.
- Respond to construction complaints.
- Oversee WSSC work on Turner Lane.
- Boulder repositioning.

**ROW Maintenance – General:**

- Care of traffic control signs.
- Pepco junction box.
- Boulder repositioning.
- Icing identification, control and follow up.

**Storm Preparation:**

Post Snow Parking signs.

**FINANCIAL MATTERS:REPORT FOR THE MONTH OF DECEMBER, 2012**

**Prepared by Arthur Alexander, Treasurer; Presented by Richard Krajeck**

**July 2012-December 2012**

	<b>Actual</b>	<b>Budgeted</b>
<b>Revenues</b>	<b>\$339,746</b>	<b>326,680</b>
<b>Expenses</b>	<b>187,445</b>	<b>273,047</b>
<b>Net Income</b>	<b>152,301</b>	<b>53,633</b>

Reserve account (current assets less designated allocations): \$744,921

At the close of the first half of the fiscal year, revenues are running slightly above projected amounts through the end of December.

Expenses are considerably below budgeted amounts in every category. Road maintenance and professional fees account for the bulk of the savings so far this year.

The reserve account (current assets minus funds set aside for designated capital expenditures) is greater than the Village's budgeted annual expenditures, which provides a planned cushion against unexpected occurrences.

## **ACTION ON ALL FINANCIAL REPORTS**

Motion to Approve: Cissna 2<sup>nd</sup>: Zielinski; Vote: All in favor

**REVIEW OF BANKING INVESTMENTS:** This item was originally on the agenda but has been deferred due to the absence of the Treasurer from the meeting.

## **ACTION ON MINUTES OF NOVEMBER 2012,**

Motion to approve: Filipczyk; 2<sup>nd</sup>: Zielinski; Vote: All in favor.

## **ACTION ON MINUTES OF DECEMBER 2012**

Motion to approve with minor typographical edits: Filipczyk; 2<sup>nd</sup>: Cissna. Vote: All in favor

## **ACTION ON MANAGEMENT ASSISTANT JOB DESCRIPTION**

The job description for the VMA Municipal Management Assistant position was circulated to council members for discussion. The job description and parameters has been discussed by the Council in two prior executive sessions. Councilmember Cissna presented her comments at this Council meeting and they served as the discussion focus. Sperling will confer with Accountant Dan Baden about how to manage flexible hours and the payroll.

**Motion to Approve changes made in the job description: Cissna; 2<sup>nd</sup>: Zielinski; Vote: All in favor.**

## **MANAGER'S REPORT: SPERLING**

### **VMA FY 2014 BUDGET DEVELOPMENT SCHEDULE**

The following budget development schedule was presented and adjusted:

- ❖ **Initiation of Budget Process: February 21st. Regular Council Meeting.** Attend the meeting and share any ideas you have for Village improvements
- ❖ **Pre-Preliminary Budget Working Review: Week of March 7<sup>th</sup>.** Working Session with Dan Baden, Village Accountant. Availability of Treasurer to be confirmed.
- ❖ **Public Budget Discussion: Thursday March 21th-** Regular Monthly Council Meeting. Additional opportunity to share budget and program planning ideas for FY 2014
- ❖ **Candidates Introduction & Discussion: Thursday April 18th.** Budget and Tax Rates could be formally introduced here with candidates. Additional opportunity to discuss budget.
- ❖ **Annual Meeting (and Election): Wednesday May 15<sup>th</sup>; Election 5-8 and Meeting 8-9:00 PM.** Action on Tax Resolution and Budget Approve.

This preliminary plan was approved by consensus of the Council.

### **UTILITY SERVICES:**

#### **•WSSC: Turner Lane:**

- ❖ Last shutdown on Turner was today.
- ❖ ROW restoration and street improvement 1/18 and 1/21/22. Street is in really bad shape.
- ❖ Taylor Street is next followed by Thornapple Street. Traffic management will likely be a challenge.

#### **•PEPCO**

- ❖ New triplex line has been strung on Turner, Taylor and Shepherd. New Transformer also installed. Has required some forced power shut downs. A bit of a surprise. All this work has been a coordination challenge. Other lines and transformers in north end examined.

**•WASHINGTON GAS:** Raymond Cummings/Melville gas line replacement project still unscheduled.

### **ROADS/SIDEWALKS/ROW**

- ❖ WSSC contractor has been excellent—concrete repairs have been immediate; restoration of driveways has been good.
- ❖ We are identifying egregious ROW problems and trying to deal with them as we go along with the waterline program. There were two on Turner -- at 3502 and 3408. Noell Sottile pointed out that there is a similar problem at 3521 Cummings Lane and asked that the problem be addressed.

## TREES

- ❖ Tree pruning continues—limbs lifted; deadwood removed.
- ❖ Arrangements have not yet been made to coordinate with **PEPCO about the state recommended tree pruning and care needed.** [The DNR (Department of Natural Resources) has granted us permission to remove several trees. Pepco will be able to assist us. Tree on Turner damaged by deer but is expected to heal

## TRAFFIC/ROADWAY ISSUES:

- ❖ Brookville Taylor Street Intersection – stop sign and bus stopping concerns. Sperling will coordinate a meeting with State Highway officials and affected managers.

## ADMINISTRATIVE WORK/ SERVICES

- ❖ Ready to publicize new position.
- ❖ Facebook page was created for Martin's Additions.
- ❖ Complaints- dog kennels on Turner Lane.
- ❖ Letter re: Accessory Apartments was sent to County Council from the VMA Council.
- ❖ Communications with residents on Turner, Taylor and Shepherd.

## REPORT ON PEPCO MEETING AND INFORMATION GATHERING SESSION, 1/8/2013.

Sperling reported on a meeting with other managers and a representative of PEPCO to gather information on the PEPCO Rate Increase Filing. The following information was derived from that meeting: PEPCO has been making significant investments in Maryland and plans to make infrastructure investments of approximately \$1 billion in Maryland over the next five years to serve its customers. PEPCO is asking the Public Service Commission (PSC) for a \$60.8 million increase in base distribution rates to help pay for the reliability investments it has already made. If approved, this would mean a \$7.13 per month, or 4.98 percent, increase on a typical residential customer's total bill of about \$143.00. A decision is anticipated around July 1, 2013.

The filing also addresses the recommendations of the Maryland Governor's Grid Resiliency Task Force report which was set up after the June Derecho storm, to examine ways to strength the grid resiliency during storms. In response to the Task Force Report, PEPCO is proposing to:

- Accelerate its next four-year tree-trimming cycle to complete the cycle in three years.
- Upgrade 12 additional feeders a year for two years.
- Underground six distribution feeders (three in Montgomery County and three in Prince George's County), significantly improving reliability on those lines.
- These projects are all accelerated or incremental to the work necessary to meet existing service and reliability standards. If approved by the PSC, the accelerated work will occur over about three years.
- The costs of the accelerated projects will be included in a proposed grid resiliency charge PEPCO anticipates will be in effect for about three years.
- As proposed, the grid resiliency charge will begin January 1, 2014, resulting in an increase for a typical residential customer (using 1,000 kilowatt hours of power) \$0.96 per month (\$11.52 on an annual basis). In 2015 and 2016, the impacts for the typical residential customer are projected to be \$1.70 per month (\$10.40 per year) or 1.13 percent and \$1.93 per month (\$23.16 on an annual basis) or 1.28 percent, respectively. By the end of 2016 rates would have risen by \$4.59 per month.
- In connection with the grid resiliency proposals, PEPCO also is proposing stricter reliability standards that it must meet in 2015 and an incentive mechanism that will require it to credit customers up to \$1 million if it does not meet the minimum reliability standards. If PEPCO achieves the accelerated standards, the company can be awarded up to an additional \$1 million.

If the Council is interested, we can set up an information session where PEPCO officials can talk to residents about the infrastructure improvements, tree trimming and any details of the filing that the residents would be interested in discussing.

**9:00 PM      Adjournment**