

COUNCIL OF CHEVY CHASE VIEW
Monthly Meeting

Date: March 16, 2016
Place: Christ Episcopal Church, Kensington, Maryland
Present: Paula Fudge, Chair; David Albright, Coral Bell, Pete Marks and Ron Sherrow, Council members
Jana Coe, Town Manager
Joe Toomey, Town Building Permit Administrator

Called Meeting to Order: 7:30 p.m. by Paula Fudge, Chair

Closed Session held on February 17, 2016: At the February 17, 2016 Council meeting, in open session at 8:10 p.m., Paula Fudge made a motion to enter closed session, pursuant to Maryland Code, General Provisions Article § 3-305(b)(1) to discuss the employment, compensation and performance evaluation of the Town Manager. Coral Bell seconded the motion and it passed by a vote of 3-0, with two members absent. No action was taken. At 8:30 p.m., hearing no objection, Ms. Fudge adjourned the closed session.

Approval of Minutes of the February 17, 2016 Monthly Meeting: Coral Bell moved the minutes of the February 17, 2016, monthly meeting be approved. Ron Sherrow seconded the motion. The motion passed by a vote of 4-0.

Financial Reports for Period February 1, 2016 to February 29, 2016: Paula Fudge moved that the financial reports for the period February 1, 2016 to February 29, 2016 be accepted. Coral Bell seconded the motion and it passed by a vote of 4-0.

David Albright joined the meeting at 7:40 p.m.

Council Member Walk: Coral Bell conducted the monthly Council member walk and noted several street maintenance items that will be addressed as part of the street maintenance work in early summer.

Application for Permit - Fence - 4016 Franklin Street (Barnes): Janet Barnes submitted an application for a fence permit for her residence at 4016 Franklin Street, in the Town of Chevy Chase View. The application complies with all of the applicable rules and restrictions of the Chevy Chase View Municipal Code.

Mr. Toomey's review is based upon the description of the project in her application, the Building Location Plat by Frey, Sheehan, Stoker & Assoc., Inc. dated January 28, 1993, and the Long Fence Co., Inc. contract proposal and schematic fence layout diagram dated January 12, 2016, showing the location of the proposed new fence.

The scope of the project is to install two sections of fence, each described as a 6-foot tall spaced board fence, one section in each side yard of the house, from the house to the existing side yard fences which will enclose the rear yard. Each section will also include a gate. Rear and side yard fences, including posts, and post caps can be no taller than 6-1/2 feet. Mr. Toomey recommended that the Town Council should approve this application. Montgomery County Department of Permitting Services issued fence permit No.742434 on January 21, 2016.

Peter Marks moved that the fence permit application be approved. Coral Bell seconded the motion and it passed by a vote of 5-0.

The following CCV building permit summary was submitted by Joe Toomey, CCV Building Permit Administrator:

CCV Building Permit Summary for March 2016

Applications for a Building Permit:

- 4016 Franklin (Barnes) Fence - applied 2/25/16

Approved applications awaiting issuance of the Chevy Chase View permit:

- 4213 Glenridge Street (Maloney) Retaining wall - applied 7/20/15, approved 9/16/15

Active and open permit construction projects:

- 10111 Cedar Lane (Francis/Hacking) Deck, fire pit, and pergola - applied 8/1/15, interim approval 10/1/15, issued 10/2/15
- 9819 Connecticut Avenue (Spry) Shed - applied 5/5/15, approved 5/20/15, issued 6/29/15
- 4109 Dresden Street (Merz) Fence - applied 11/14/15, interim approval 12/9/15, issued 12/30/15
- 4225 Dresden Street (Vaghi) Addition - approved 5/21/14, time extension approved 11/19/14, issued 2/5/15
- 4001 Everett Street (Wratney) Pergola, wall, and fire pit - applied 2/5/16, approved 2/17/16, Issued 2/29/16
- 4205 Glenrose Street (Erasmus Haven BV) Construction of a

new home and rear yard garage - applied 12/22/15,
approved 2/17/16, issued 3/11/16

- 4314 Glenrose Street (Green) Wall and fence - interim approval 10/10/14, issued 10/10/14, extended 4/15/15
- 9900 Summit Avenue (McCarthy) Addition - approved 9/17/14, extension approved 3/18/15, issued 7/1/15

Completed projects since the February Council meeting:

- 4034 Glenridge Street (Cooney) Fence - applied 2/1/16, approved 2/17/16, issued 2/19/16, completed 2/29/16
- 4308 Glenrose Street (Mullery) Rear and side yard fence - applied 1/6/16, approved 1/20/16, issued 2/19/16, completed 3/3/16
- 4312 Glenrose Street (Skinner) Rear and side yard fence - applied 1/6/16, approved 1/20/16, issued 2/19/16, completed 3/3/16
- 9900 Summit Avenue (McCarthy) Shed - applied 8/11/15, interim approval 8/27/15, issued 11/19/15, completed 3/3/16

Update on WSSC Cedar Lane Water Main Replacement: WSSC's Transmission Water Main Relocation project on Cedar Lane/Summit Avenue (from Beach Drive to Howard Avenue) is now fully underway. This is a 500-day project which will begin at Beach Drive and move north toward Howard Avenue. As the project work nears Saul Road, WSSC will provide the Town Manager with two-week scheduling updates.

Update on Income Tax Collection and Wynne Case Refund Process: Jana Coe reported that Maryland's Comptroller Office representatives and Montgomery County held a joint meeting in Rockville with municipal representatives on February 19, 2016, to review the independent audit as authorized by the Comptroller's office. The independent auditors examined the income tax distributions as well as the manner in which its staff assigned subdivision codes to taxpayers.

The error in coding of municipal income tax returns (Tax Years 2010-14) incorrectly assigned certain returns to municipalities when they were actually outside of the municipal boundaries. To a lesser extent, some income tax returns should be assigned to a municipality but were not. Chevy Chase View will receive approximately \$78,000 in March 2016, which represents the correction of these errors over the past five years.

January 22-24, 2016 Snow Storm Report: Maryland received the Presidential Disaster Declaration for the Severe Storm and Snow Storm that impacted our State from January 22-24, 2016. Jana Coe will attend the State's first Applicant Briefing on March 18, 2016. The briefing will provide an overview of the program as well as the process for applying and requesting reimbursement of eligible costs under the Declaration, in accordance with the FEMA Public Assistance (PA) Program.

The total expenditures to the Town for the snow storm will total a minimum of \$15,376.50, as the Town has yet to receive our additional salt charges from the State Highway Administration (SHA).

Formal Acceptance of the FY 2017 Budget: The Council held a two-hour work session on March 7, 2015, to develop the FY 2017 budget. Paula Fudge presented the proposed budget to the Council. Paula Fudge made a motion to accept the proposed budget for presentation to the Town residents for comments and a public hearing. Peter Marks seconded the motion and it passed by a vote of 5-0.

The annual budget meeting (including a public hearing on the proposed budget) has been scheduled for Wednesday, April 20, 2016, at 7:00 pm, prior to the regular monthly meeting scheduled start time of 7:30 pm on that date.

Spring Bulk Yard Waste Cleanup: The annual Spring Bulk Yard Waste Cleanup has been scheduled for the week of April 11, 2016. Myers & Laws Tree Service will be performing this cleanup for the Town.

Appointment of Nominating Committee for May 12, 2016 Election: Jana Coe advised Council members that the May 12, 2016 election notice will be mailed via regular postal mailings announcing the nomination and election process.

Extension of Town Manager Contract: The Council unanimously agreed, by a vote of 5-0, that Town Manager, Jana Coe, should be offered an extension of her employment as Town Manager at an increased salary based on the performance evaluation.

Motion to Adjourn: At 8:25 p.m., David Albright moved the meeting be adjourned. Coral Bell seconded the motion and it passed by a vote of 5-0.

Time and Place of Next Meeting: The Council will meet next for its FY 2017 annual budget meeting on Wednesday, April 20, 2016, at 7:00 p.m. at Christ Episcopal Church. The next monthly Council meeting will be held at 7:30 p.m., directly following the budget meeting, at the Christ Episcopal Church, Kensington, Maryland.

Respectfully submitted,
Jana Coe, Town Manager

NOTES AND REMINDERS -

Remember Chevy Chase View on Your Tax Form - As a municipality in the State of Maryland, the major source of revenues for the Town of Chevy Chase View comes from our share of income taxes which every resident pays to the State. In order for the Town to receive this revenue sharing, please write "Chevy Chase View" in the box marked "City, Town or Taxing Area" on your Maryland Income Tax Form 502. (The area is circled below)

This assures that a portion of your tax dollars comes back to the Town (as contained in State law). This revenue supports our municipal budget for trash collection, recycling, leaf collection, street cleaning, snow removal, tree care, and the many other municipal services that are administered in the Town of Chevy Chase View.

The image shows a portion of the Maryland Resident Income Tax Form 502. The form is titled "MARYLAND RESIDENT INCOME FORM 502 TAX RETURN". On the left side, there is a vertical instruction: "Print Using Blue or Black Ink Only". The form contains several fields for personal and address information. A red arrow points to the "City, Town or Taxing Area" field, which contains the text "Chevy Chase View".

Social Security Number		Spouse's Social Security Number	
Your First Name	Initial	Last Name	
Spouse's First Name	Initial	Last Name	
Present Address (No. and street)			
City or Town		State	ZIP code
Name of county and incorporated city, town or special taxing area in which you resided on the last day of the taxable period. (See Instruction 6.)		Maryland County	City, Town or Taxing Area Chevy Chase View

Bulk Pick-Up - The next monthly bulk pick-up is scheduled on **Saturday, April 2, 2016**. As a reminder, heavy refuse includes major appliances (must have Freon removed), furniture, large toys, bicycles, and plumbing fixtures. Excluded are batteries, propane tanks, bricks, general construction debris and iron pipes. Please have your items at the curb by 7:00 AM on Saturday as the truck comes through early.

Sign Up for eTownMailings: You can now receive the monthly CCV Council meeting minutes and other Council messages and important announcements from the Town Manager. This does not replace the CCV listserv. Go to the CCV website - on the front page under "Quick Links" - you will find the box that says "eTown Mailings". Enter your mail address in the white field, then hit "Go". This will take you to the website of our partner, Constant Contact. Re-type your email address in the box that says "Confirm your email address". Enter your first name, last name and street address in the section titled "Your Information". Finally click the button at the bottom left that says "Save Profile Changes". After you have completed these steps, you will receive an email confirming your registration. Please note that when one member of your household registers for our electronic mailing list, we will discontinue mailing hard copies of these documents to your household.

Storm Drains - If there is a storm drain adjacent to your property, would you mind helping us out? If you could clear the accumulated debris from the grates occasionally, it will be better to add this debris to the weekly yard pickup as opposed to ending up in the Chesapeake Bay! Thank you.

Listserv - Please consider becoming a member of the CCV listserv. Send an email to ChevyChaseViewNet-subscribe@yahoogroups.com. **As a reminder, the ChevyChaseViewNet listserv is not intended to be used by residents to contact the Town Manager or Council members. For the latter, please use the appropriate telephone number or email address for the Town Manager or Town Council member(s). To ensure the timeliest response on matters related to Town business or the Chevy Chase View Council, your inquiries are best directed to the Town Manager at ccviewmanager@verizon.net or by calling 301-949-9274.**

Website - Please visit our website at www.chevychaseview.org.

Application for Building Permit - Building Permit Applications for consideration at the April 20, 2016, meeting must be submitted to the Town Manager by 5:00 p.m. on April 6, 2016. Please note that the review may take several days and an application is not considered perfected until the Town Building Permit Administrator completes his review. Please contact Jana Coe, Town Manager, at ccviewmanager@verizon.net or 301-949-9274.