



Town of Garrett Park
PO Box 84
4600 Waverly Avenue
Garrett Park, Maryland 20896

Regular Meeting of Town Council
Garrett Park Town Hall
10814 Kenilworth Avenue
Garrett Park, Maryland 20896

Town Council Meeting: 14 May 2018

Minutes

Swearing in of elected Council members by Mayor Chantry.

Call to Order: Mayor Kacky called the meeting to order at 7:40 PM. Present were Councilmembers Schulp, McClintock, Paczkowski, Wegner and Welch. Also present were approximately 20 Town residents and Margaret Soltan representing the Bugle.

Remarks by Mayor Kacky: Kacky read her prepared comments as the newly elected Mayor. The comments are attached to these minutes.

Mayor Kacky also introduced a new process for recording unanticipated issues raised by residents and/or Council that need further resolution or action. Referred to as the "Parking Lot," these issues were recorded on a large easel pad by Elizabeth Henley, the Assistant to the Town Manager. The Parking Lot issues are attached. Follow-up information about these issues will be provided at the next Town Council meeting.

Mayor Kacky requested that the June Town Council meeting be moved to Monday, June 18, to accommodate plans for her, Town staff and Council members to attend the Maryland Municipal League meeting. The change in meeting date was approved without objection.

Presentations by Residents: Resident Steph Hooten raised the issue of chairs and tables being stored near the restrooms at Penn Place potentially blocking wheel chair access to the restrooms. The Town Manager will follow up on this concern. A letter from Amy Williams, a resident who lives at 4502 Clermont Place was read by Councilmember Welch. The letter reports that the Williams' house is directly across from the tulip poplar tree at 10914/10916 Clermont Avenue and believes it is in direct line of the tulip poplar should the tree fall. For this reason, Ms. Williams considers the tree to be a threat to her house and her family. A copy of the letter is attached to these minutes.

Approval of Agenda: Councilmember McClintock asked that that the agenda be amended to include a report by the Chief Election Judge regarding the May 7 Town Election on the Discussion section of the agenda. The agenda was approved as amended without objection.

Approval of Minutes: The minutes of the April 12, 2018 meeting were approved as presented without objection.

Discussion:

- Update on the May 2018 Election. Councilmember McClintock presented a brief synopsis of Chief Election Judge Suzanne Grefsheim's post-election report. The report concluded that changes to the election process to make registration and voting easier worked well. Grefsheim's report also recommended that the candidates' nomination meeting be coordinated by the Citizens Association rather than by the election judges - a past practice that the CA used to manage. Chief Election Judge Grefsheim also noted in her report that her 3-year term as an election judge is now finished. She will not be seeking a new term so this is a vacancy that the Mayor will need to fill. Grefsheim's full report is attached to these minutes.

- Status of Town Manager Recruitment Search. Councilmember Welch reported that the search committee had completed their review of the candidate proposals submitted to conduct the recruitment search, had reached agreement on their top proposal. The Town Manager will negotiate the contract award with the selected bidder so that we can keep the recruitment process moving.

- Status of Traffic and Parking Regulations. Town Manager Swearingen reported that the regulations are being drafted and will be placed on the Town website for review. He also noted that the County has agreed to allow appeals and adjudication of violations to be handled by the County Court. A draft agreement has been prepared by the County and is being reviewed by the Town Office.

- Status of Town Hall Workshop. Councilmember Paczkowski will be conducting a kickoff meeting to discuss ideas regarding changes or updates to the Town Hall building. A June date for the kickoff is anticipated and will be announced.

- Status of the SRTS Sidewalk Project. Councilmember Wegner reported that the 100% design was submitted to SHA for approval will then need to be forwarded to SHA FHWA for action. It is hoped that the project will start in late summer or early fall. The invitation for bids cannot be initiated until we get final approval for the design plan and have agreed with SHA on who will handle project supervision, SHA or Town selected contractor(s).

Town Manager Report: The Manager reported on the selection of a new Town Archivist, Raymond Maxwell, the completion of the replacement fence between the Town swimming pool property and the Town Dog Park, and the temporary repair of the Town Hall roof in preparation for its replacement. The Manager also mentioned his efforts to develop a bid solicitation to contract for an independent inspector and oversight services during the SRTS/sidewalk construction. These services must be procured before the SRTS/sidewalk construction can begin. The Manager also mentioned that the

Archives Committee has two vacant seats; residents interested in serving on the Committee should let the Manager and Mayor know, in person or by email.

The April financial report is attached to these minutes.

Adjournment: Mayor Kacky adjourned the meeting at 8:51 PM.



Respectfully submitted,

A handwritten signature in blue ink that reads "Gene Swearingen".

Gene Swearingen, Clerk-Treasurer

