



Meeting of the Town Council
Monday, December 11, 2023, 7:30 pm
Online by Zoom Videoconference
[Join via Internet](#) or dial-in to 301-715-8592
Meeting ID: 297 850 640, Password 074385

Agenda

[All documents marked with an asterisk \(*\) may be obtained until at least March 1, 2024 here.](#)

1. **Call to Order** 7:30 pm
2. **Approval of this Agenda*** 5 min.
3. **Public Appearances** ?? min.

Please note the time allowed to speak will be limited to five minutes.
Also note: Written statements submitted as part of a public appearance will be noted in the minutes and will be available from the Town Office and on the Town website after the meeting.
4. **Treasurers Report** 10 min.
 - a. November 2023 Treasurer's Report*
 - b. FY 2023 Audit*
5. **Mayor's Report** 30 min.
 - a. *Kudos* to Judy Mroczka and all others involved in this year's "A Holiday Feast" show.
 - b. Another WSSC sewer refurbishment project planned for the spring*
 - c. Sprinkler pipe replacement in McCathran Hall scheduled for this week and next week.
 - d. Resolution of problems converting to no-fee post boxes.
 - e. Retirement of our Postmistress, Ms. Kyong Lee.
 - f. Renewable Energy Conversion Incentive application.
 - g. Shared Use Pathway report – Update from MCDOT on alignments and progress on engineering design*
 - h. 2021 Equity and Inclusion Survey results – The public presentations and discussions concluded last month. RASEC is incorporating feedback into a report to residents and the Town Council planned for delivery early next year.
 - i. Stormwater Infrastructure RFP – update
 - j. Proclamation honoring our 150th Anniversary presented by the County Council*
 - k. 150th Anniversary video by MMC. <https://youtu.be/Z8NNZdzG1AQ>
6. **Administrative Matters** 10 min.
 - a. Town policy on pruning Town tree branches overhanging private property – status

- b. Transitioning to a new web domain: Washington GroveMD.gov (=washingtongrovermd.gov).

Unfinished Business

- 7. Maintenance of Unoccupied Residences and Property –** 2 min.
Written review of Town ordinances and guidance from Town Attorney Suellen Ferguson.

New Business

- 8. Ord 2023-08 (ZTA) Enabling Accessory Dwelling Units*** – Introduction, discussion and setting the date for the public hearing. 10 min.

Other Regular Business

- 9. Town Council Reports*** – Of note: 10 min.
 - a. *Planning Commission (Nagrod)* – The PC modified maximum square footage in the draft Zoning Text Amendment and voted to send the proposed ZTA to the Council for review. See Agenda item 8.
 - b. *Gateway (Nagrod)* – A meeting with the owner of the Commercial Corner has become a priority due to progress made by Gaithersburg in their planning efforts for the shared use path into Old Town.
 - c. *Woodward Park (Patrone)* – Based on recommendations from our insurer (LGIT), new signage will be placed in appropriate locations to inform users of the parks open hours, that alcohol is prohibited without a permit, and play in the playground is at your own risk.
 - d. *Woodward Park (Patrone)* – Residents will be asked for artistic ideas for carving the stump in the park.
 - e. *Recreation (Patrone)* – Lisa Bielen and Kristina Kough have agreed to become Co-Chairs.

- 10. Approval of Minutes – November 13, 2023 Town Council meeting*** 5 min.

11. Next Meeting: Virtual on Monday January 8, 2024 at 7:30.

- 12. Adjournment** ~ 9:30 pm

This Agenda is subject to change any time before or during the Council meeting. Please contact the Town Clerk at 301-926-2256 to obtain current information.