



Meeting of the Town Council  
Monday, January 8, 2024, 7:30 p.m.

**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 June 1, 2024 here.**

1. **Call to Order** 7:30 pm
2. **Approval of the 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** 5 min.
  - a. December 2023 Treasurer's Report\*
5. **Mayor's Report** 20 min.
  - a. *Kudos*:
  - b. Virtual Public Hearing on Ordinance 2023-08 (ZTA) Enabling Accessory Dwelling Units\* on January 23<sup>rd</sup> at 7:30 by Zoom ([link to meeting here](#)). Written input encouraged.
  - c. Sprinkler pipe repair in McCathran Hall completed. Possible unidentified leak elsewhere in the system.
  - d. Shared Use Pathway report – Favored alignment for the Washington Grove Connector.\*
  - e. Stormwater Infrastructure RFP – update.
  - f. Neglected Maintenance of Properties – update.
  - g. Demographics of Washington Grove – Seeking individual(s) to extract and report on 2020 census data and to serve in the roll of Census Liaison.
6. **Administrative Matters** 20 min.
  - a. Auditing Services RFP.\*
  - b. Proposal to expend Town funds to remove the Commercial Corner dumpster enclosure.
  - c. Discussion of refuse and recycling collection from Commercial Corner tenants by the Town's contractor.
  - d. Proposed new signage for Woodward Park and the Playground.
  - e. Renewable Energy Conversion Incentive application – Revision of required supporting documentation. Role of the Town Representative in the approval process.

## ***Unfinished Business***

### ***New Business***

- 7. State of the Conservation Meadow\*** 15 min.  
Proposal to work with the County Parks Department to ensure management of the meadow achieves the goals of the 2013 Operation and Use Plan.

### ***Other Regular Business***

- 8. Town Council Reports\*** – Of note: 20 min.
- a. *Gateway (Nagrod)* – A meeting with Tatiana Bell, owner of the Commercial Corner, was congenial and productive. Matters discussed included the Town possibly paying to remove the dumpster enclosure and use alternative trash receptacles (see Agenda Item 6 above), obtaining a 3’-5’ easement along Railroad Street for creating a multi-user path sidewalk as part of the Gaithersburg’s plans for completing a shared use pathway from Old Town to Brown Street, renovation of the properties, and expansion of allowed uses per our 2022 Comprehensive Plan.
  - b. *Gateway and Maintenance (Nagrod)* – Various signage around town slated for installation, restoration or replacement.
  - 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. See Agenda Item 6(d).
- 9. Approval of Minutes** – Town Council meeting on December 11, 2023. \* 5 min.
- 10. Next Meetings:**
- a. Tuesday January 23, 2024 at 7:30 – Virtual Public Hearing on Ordinance 2023-08.
  - b. Monday February 12, 2024 at 7:30 – Regular virtual Town Council meeting.
- 11. 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.