



**Minutes of the May 21, 2024  
Town Council Meeting**  
Online by ZOOM Videoconference  
Access information below  
Approved July 8, 2024

Mayor John Compton called the Regular Meeting of the Town Council to order at 7:38 pm. In attendance were Councilors Kriss Grisham, Peter Nagrod, Eva Patrone, Barbara Raimondo, and Mary Warfield, Treasurer Jean Moyer and Town Clerk Kathy Lehman. Several dozen residents were also in attendance.

**New Council Members:** Mayor Compton reported that prior to this meeting he had administered the Oath of Office to newly elected Councilor Kriss Grisham and re-elected Councilor Barbara Raimondo.

**Approval of Agenda:** Mary Warfield moved to approve the agenda with amendments and Eva Patrone seconded the motion.  
*Action: Vote: 6-0, agenda adopted.*

**Public Appearances:** There were none.

**Treasurer's Report:** Treasurer Jean Moyer noted income is at expected levels for April and expenses continue to be well under budget. Peter Nagrod moved and Mary Warfield seconded acceptance of the Treasurer's report for May 2024. *Vote: 6-0.*  
*Action: Vote: 6-0, report accepted.*

**Review of the 2024 Annual Town Meeting – Discussion**

Mayor Compton directed Council members referred to the document in the meeting materials folder in which he addresses some issues raised by recent Annual Town Meeting.

*Determination of a quorum:* He explained the responsibilities of the Board of Supervisors of Elections to determine the presence of a quorum prior to starting the meeting, at the time of a vote and when a vote count takes place. He noted that no objections were raised to the presence of a quorum or the uncounted vote outcomes he declared.

*Roberts Rules of Order during the meeting.* Mayor Compton acknowledged that he had applied the Rules incorrectly at one point and inconsistently during discussions. To improve order at the meeting and application of Robert's Rules, he supported two suggestions for the start of future Town Meetings, 1) Appointing a Parliamentarian to rule on questions of order, and 2) Reviewing a short list of common Roberts Rules of Order procedures for meeting participants. A suggestion was made to investigate training in Roberts Rules of Order.

*The time and length of the Annual Town Meeting.* Mayor Compton noted the Town Charter specifies the election hours for 4:00-7:00 pm on the day of the Annual Town Meeting, with the meeting has taken place at 8:00p to announce the election results, and that the only required business is adoption of the annual budget and tax rates, and delivery of the Mayor's State of the Town report.

*Other business appropriate to the Annual Town Meeting:* The Mayor argued that recognitions, Town Council Reports, HPC and PC reports and presentations in areas deemed of importance to residents because of ongoing projects and expenditures were appropriate to the Annual Town Meeting.

Discussion by the Council and Public Appearance contributors ranged over the following:

- The late start and attention span of meeting participants makes a lengthy meeting impractical. The need to maintain a quorum for voting.
- The months-long opportunity afforded residents by the Town Council to provide input on the budget prior to finalizing it for the Annual Town Meeting.
- Whether line-item budget discussion or changes were practical during the meeting.
- Changing the Charter to better accommodate residents and allow for a longer meeting.

Barbara Raimondo moved to pursue changing the Town Charter to allow Town elections to take place earlier in the day. Mary Warfield seconded the motion.

*Action: Vote: 6-0, agreed to examine changing the Town Charter.* A suggestion was made to put out a call for comments concerning changes to the Town Charter.

**Approval of Minutes – Town Council meeting February 27, 2024.** Eva Patrone moved to approve the minutes from the February 27<sup>th</sup> meeting of the Town Council. Peter Nagrod seconded the motion. Minor amendments were proposed by Barbara Raimondo.

*Action: Vote: 6-0, amended Minutes approved.*

### **Mayor's Announcements**

- a. *Brickbats:* Mayor Compton gave this to himself for misapplying Roberts's Rules of Order at the otherwise successful virtual 88<sup>th</sup> Annual Town Meeting.
- b. *Kudos:* To the 70+ Town residents and presenters who contributed to the informative and successful virtual 88<sup>th</sup> Annual Town Meeting.
- c. *Shared Use Pathway Liaison report* – A written report from Jay Everhart, Chair of the Liaison Committee was in the meeting materials. MCDOT provided a timeline for approvals needed from the Parks Department and WSSC, and for the mandatory referral review by the Planning Board. The Town Attorney will draft an easement from the Town to MCDOT at the access point on Brown Street cul-de-sac. Construction funding for this project will be in the FY 2025 County Capital Improvement Plan. The Town will continue to do what is possible to shorten the timeline for construction.

- d. *Stormwater Infrastructure Maintenance RFP – Update.* Patty Klein provided the Council a status report. Seven prospective bidders will have had walk-throughs by June 1. To accommodate them, the mayor proposed extending the deadline of for receipt of the bids from June 10 to July 3. There was additional discussion about details of the plan and inviting bidders to a question/answer session on July 8 or at a separate Town Council meeting.  
*Action: Vote: 6-0, bid submission deadline extension to July 3 approved.*
- e. *Town Donation to Heritage Emory Grove* – Reportedly, Heritage Emory Grove has received their non-profit status from the IRS. He will contact them to arrange a presentation of the Town’s donation raised during the 150<sup>th</sup> Anniversary celebration from the Craig English poster sales.

### ***Administrative Matters***

- a. *Review of Town revenue sources and Town accounts* – Treasurer Jean Moyer reviewed financial matters for new and continuing Councilors.
- b. *Election of Mayor Pro-Tem* – Eva moved to approve the mayor’s appointment of Barbara Raimondo to Mayor Pro-Tem. Mary Warfield seconded the motion.  
*Action: Vote: 6-0, appointment approved.*
- c. There was a motion and a second to approve the *mayor’s appointment of Peter Nagrod to the Planning Commission* for the year June 1, 2024 – May 31, 2025.  
*Action: Vote: 6-0, appointment approved.*
- d. There was a motion and a second to approve the *mayor’s appointment of Sung Chang as a full member of the Planning Commission* for the five-year term June 1, 2024 – May 31, 2029.  
*Action: Vote: 6-0, appointment approved.*
- e. There was a motion and a second to approve the *mayor’s appointment of Jeff McCrehan as Alternate on the Planning Commission* filling the term 2023 – 2028.  
*Action: Vote: 6-0, appointment approved.*
- f. *Orientation and Ethics Training Resources for the Town Council* – Mayor Compton encouraged Councilors to take advantage of Orientation and Ethics training offered through the Maryland Municipal.
- g. *OMA Training for Council, Mayor, Planning Commission and Historic Preservation Commission* – Mayor Compton encouraged members to take the Open Meetings Act training offered through the Maryland Municipal League and provide the Town Clerk with their completion certificates.

- h. Mayor Compton reviewed the *Council Responsibilities for 2024 – 2025* previously discussed with individual Councilors. Peter Nagrod suggested that Walkways should become part of the “Maintenance” responsibility, and this was agreed to.
- f. *Written “Financial Policies and Procedures” to be created* – The Mayor explained this document should provide clarity to residents and Committees regarding the process and oversight used to approve spending of Town funds.
- g. Comprehensive Road Work 2024 RFP – Discussion and approval to distribute. Mayor Compton reviewed the draft RFP and a map of the various road segments which he and Councilor Nagrod recommended be considered for paving this June/July. A subset of segments will be selected based on the bids received, as he anticipates that the \$80,000 available from the FY24 plus FY25 road budgets will not cover all the segments. Eva Patrone moved, Rob Gilmore seconded, approving the Comprehensive Road Work 2024 RFP with minor amendments.  
*Action: Vote: 6-0, RFP approved for distribution.*

**Ordinance 2024-01 Adopting the Town Budget and Tax Rates for FY2025** – Adoption. No comments were received at the Public Hearing prior to the Council meeting. Barbara Raimondo moved to adopt Ordinance 2024-01. Rob Gilmore seconded the motion.  
*Action: Vote: 6-0, Ordinance adopted.*

### ***Old Business***

#### **RASEC recommendations for furthering the goals of Resolution 2023-01, “Acknowledging Washington Grove’s Racially Exclusionary Past and Committing to an Equitable and Inclusive Future”**

- **RASEC Recommendation to Hire a Diversity, Equity, and Inclusion (DEI) Specialist**  
Discussion: Lynn Mento, RASEC Leadership Team, explained RASEC’s proposal for engaging two different DEI specialists, one to conduct individual education with a small group of 20 individuals (the Intercultural Development Inventory, conducted by Joanna Levy), and a second to do a community-oriented program for all interested participants (by (Nehrwrodrbote Reuel (Nehrwr) of IDI). She reviewed starting points and goals for each education program that include individual and collective bias, placement on the inclusion spectrum, collective assessment, data collection, proof of concept, funding, and effectiveness. Discussion followed concerning cost and use of funds, alternative types of training, and whether the individual-focused education was appropriate. Conclusions derived from the DEI survey were debated. A request was made for samples of reports that would be generated from the programs.

Additional research into other DEI program options was suggested, with the Maryland Municipal League and the University of Maryland mentioned.

Further discussion was deferred to the June 10 Town Council meeting.

- **RASEC Recommendation to Establish a Communication System Between the Town of Washington Grove and Heritage Emory Grove** - Discussion  
Mayor Compton reported he is planning to meet with Reverend Tim Warner and leaders of the Heritage Emory Grove project to discuss the Town donation to the new 501-3(c) organization, and issues of mutual interest such as access to the Washington Grove Connector pathway and communication going forward. He expects this meeting to serve as a starting point for regular communication along the lines advocated by RASEC.

**Resolution 2019-03, Governance of Committees** – Discussion of revision.  
Due to the late hour, Mayor Compton suggested that a revised Resolution be prepared and introduced at the next meeting.

**Next Meeting:** Virtual on Monday June 10, 2024, at 7:30 p.m.

**Adjournment:** There being no further business, the meeting was adjourned at 10:30 p.m.

Kathryn L. Lehman  
Town Clerk