

Meeting Summary for Town Council Zoom Meeting

Nov 11, 2024 07:31 PM Eastern Time (US and Canada) ID: 297 850 640

Quick recap

The meeting focused on various town projects and initiatives, including the Green Bank Climate Resilience project, the ongoing work with the Heritage Grove Foundation, and the potential redevelopment of the church area. There were also discussions about community safety, the need for a contract with SMI Environmental, and the importance of regular dialogue to prevent misunderstandings. Lastly, the team addressed issues with the treasurer's report, the need for a contract for the Council's project, and the upcoming meetings to consider the swim contract and other matters.

Next steps

- John to work on finalizing the contract draft with SMI Environmental.
- Bob Booher to write up a summary of the work and deliverables for the contract.
- John to communicate with Jason regarding the contract and request a more tailored version if available.
- Town Council to meet on Monday, November 25th at 6:30 PM to consider the SMI contract.
- Jean Moyer to move the deferred income line item below the operating budget in future financial reports.
- Chris to include information about Montgomery County's security camera registration program in next month's newsletter.
- Peter to remind residents not to put large branches in leaf piles for collection.
- John to schedule a presentation from Officer Romano on community safety at a future Council meeting.
- Town Council to discuss how to move forward with the anti-racism resolution goals after the DEI training session.

Summary

Veterans Day and Town Council Agenda

The meeting began with a recognition of Veterans Day and its significance. The agenda for the Town Council meeting was discussed, with some items being moved or deleted. A

resolution from the Emory Grove and the Washington Grove United Methodist Churches was moved to the mayor's report as it didn't require any action from the Town Council. The item about continuing work towards the anti-racism resolution was proposed for a future downtown meeting. There was some confusion about whether item 7 would be discussed, but it was decided to leave it on the agenda and postpone its discussion to a later meeting. The agenda was approved unanimously. The conversation ended with a discussion about public appearances.

Leaf Piles and Treasurer's Report

The meeting began with Peter reminding the attendees to be considerate when putting leaf piles, as large branches could hinder the leaf collectors' work. John then moved on to the Treasurer's report, which was presented by Jean. Jean reported that they were down on expenses and had two events that went over budget, but this was not a problem as they had Arpa money ready and waiting. Jean also mentioned that they needed to fully utilize the Arpa money. There was a minor error in the expenses report, which John noted and decided to correct. The meeting then moved on to the mayor's report, where John praised the Recreation Committee and volunteers for their work on the Halloween spectacular. He also encouraged others to share any kudos they might have.

Washington Grove Project Updates

John discussed the ongoing projects in Washington Grove, including the Green Bank Climate Resilience project, which is now an umbrella for two initiatives: stormwater management and a broader climate resilience project. He mentioned that a contractor has been engaged for the latter, and that the Green Bank has committed to fund 90% of the cost of an energy audit for Mcatherine Hall. John also mentioned that the town has secured a contractor for snow plowing and sanding roads, and that an education session on the dib tray will take place this Saturday. Robert Gilmore expressed his intention to sign up for the dib tray session.

Emory Grove Church Resolution Concerns

John reported that he plans to formally acknowledge the resolution received from the Emory Grove United Methodist Church and the Washington Grove United Methodist Church, noting the alignment between the church's intentions and the town's intentions. However, Marilyn expressed concerns about the authenticity of the resolution, stating that she had not seen any proof or minutes from the church. John emphasized the importance of enhancing the town's relationship with its neighbors, particularly Emory Grove, and dismissed any potential negative implications. Peter expressed concerns about the content of the resolution, particularly the mention of Jesus Christ, but agreed with the idea of pursuing better relationships with neighbors.

Heritage Grove Foundation Partnership Discussion

John discussed a meeting with Pastor Tim Warner and other board members of the Heritage Grove Foundation. The main topic was the potential redevelopment of the church area, which includes the up-county pool and parks. John mentioned that the foundation is

seeking a reliable partner, and Washington Grove was suggested as a potential partner. The meeting aimed to initiate a constructive conversation about how this partnership could benefit both communities. John also mentioned the possibility of extending multi-use pathways from the Emory Grove area to Flower Hill and Washington Grove. The next steps include identifying representatives from neighboring communities and continuing open and fruitful interactions with the Heritage Grove Foundation.

Community Safety and Neighborhood Watch

John initiated a discussion about the importance of regular dialogue to prevent misunderstandings, referencing a recent incident involving car break-ins. He proposed a community safety update, suggesting a presentation by Chris, the safety counselor, at a council meeting. Chris confirmed that he had contacted the county police and arranged for Officer Romano to present at a council meeting. The discussion also touched on the idea of a neighborhood watch, which had previously been unsuccessful due to lack of interest. Kriss agreed to continue communication with Officer Romano and to explore the possibility of registering security cameras with the county for better support.

Treasurer Report and Equipment Disposal

John and Jean discuss issues with the treasurer's report, specifically the way deferred income is presented. Jean explains the limitations of QuickBooks in separating operating budget from deferred income. They agree to discuss it further offline. Jean mentions the need to fully execute a contract by December to properly report deferred income. She also provides updates on selling old equipment like the skid loader, leaf blowers, and truck. John expresses concerns about the county's upcoming ban on certain leaf blowers and the need to potentially sell them before June 30th. They discuss compiling a full list of remaining equipment to potentially sell or dispose of.

Smi Environmental Contract Discussion

John discussed the treasurer's report for October, which was accepted. The main topic of the meeting was the contract with Smi Environmental, which was not yet finalized. John mentioned that the group responsible for approving the contract hadn't had a chance to discuss it. He suggested two options for the council: either vote to approve the contract without detailed review or schedule another council meeting to consider and approve the contract. John also outlined the strategy for the contract, which includes a not-to-exceed amount, a limitation on the amount to get to the sufficient design, and guarantees. He emphasized the need for specific project details to make decisions about which projects to proceed with.

Contract Drafting and Consultant Involvement

John discussed the need for a contract to be drafted for the Council's project, which he had not been able to work on due to other commitments. He suggested scheduling a meeting to review the contract if it was ready, or waiting until the December 9th meeting if it wasn't. Peter expressed confusion about why Jason, the consultant, hadn't been more involved in the drafting process. John explained that Jason's role was to advise, not to write the

contract. Robert Gilmore suggested that Jason could help with the drafting process, but John clarified that Jason was not a lawyer and his role was to advise. Patrice suggested having another meeting with Jason to ensure he was fully involved in the process. Robert Booher noted that the contract sent over was incomplete and suggested using a more tailored version if available. John agreed to work on the contract and forward it to Jason for review.

Contract Finalization and Approval Deadline

John expressed concerns about the lack of progress on the contract and proposed a two-week deadline for finalization. He suggested that the contract should be approved by the council and then sent to Smi for final approval. Peter emphasized the urgency of the situation, as they need to have the contract signed by the end of the year. Eva, who might not be able to attend the meeting, suggested that she could review the contract ahead of time and provide her approval. The team agreed to schedule a meeting on Tuesday, the 26th, at 7:30 PM, with the possibility of adjusting the time if necessary.

Single Contract for Services Discussed

In the meeting, John clarified that there would be one contract for all services, not two separate ones. He explained that the contract would involve a set of deliverables, including design and cost estimates, which would be required after certain tasks were completed. These tasks included performing perc tests, conducting surveys, and ensuring that the work was done on town property. John also mentioned that the next meeting was scheduled for November 25th to consider the swim contract, and a regular virtual meeting was scheduled for December 9th. Peter expressed his concern about not seeing Kathy's cat during the meeting.

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