



Village of North Chevy Chase Council Meeting summary for December 16, 2025

Approval of November Meeting Minutes: The four Councilmembers present approved the minutes for posting to the Village website.

November Treasurer Report: The Council reviewed the Treasurer's report, which showed total year-to-date (July-November 2025) income of \$273,719, with year-to-date expenses (\$145,275) at 30% of the annual budgeted amount. Village assets as of November 30 totaled \$3,311,372. The Council discussed completion of the Kensington Parkway streetlight project and plans to transfer \$200,000 from investments at UBS to the Village's operating account at Atlantic Union to cover the final invoice for that work. In addition, there was reference to the Village Manager and Treasurer updating the Village's fund management control policy and investment policy in early 2026, particularly as some CDs will be maturing around that timeframe.

Proposed Permit Revisions: The Manager presented proposed permit revisions, including creating a user-friendly online permit application form and strengthening coordination with the County's Department of Permitting Services. Additionally, she mentioned reviewing fine schedules in neighboring municipalities, additional activities which could benefit from a permit or at least notification of installation (i.e. solar panels) and consideration of amendments to the Village Charter to align with state requirements (i.e. remove professional service bid requirements and increase amount required to bid).

Village Tree Inventory Update: Richard Jones, the Village arborist, presented the current Village tree inventory, which includes 257 trees valued at approximately \$2.5 million. He explained the condition ratings and species breakdown, noting that most trees are in good condition. Richard discussed maintenance recommendations, including several trees that should be removed due to decay, disease, or structural issues. Richard estimated the cost for upcoming priority tree work, including pruning, removals, and stump grinding, to be between \$30,000 and

\$45,000. He also mentioned that some trees near power lines may require PEPCO to prune them before Village contractors can remove the trees. Richard discussed PEPCO's involvement in tree management, noting that they contract work to Davy Tree Expert Company and he has ensured his name is the point of contact for Village tree work. He has requested that PEPCO assess a few trees within the Village for removal by them, although he noted that they might leave wood on the ground for the Village to dispose of. Richard also explained his criteria for tree removal, citing root rot and liability concerns, and discussed the process of replanting after removal. He addressed questions about tree inventory, ownership, and tagging, explaining that trees growing into a 25-foot buffer zone may be considered Village trees, and that aluminum tags are not harmful to trees but there are aesthetic considerations. Richard will create a public map and spreadsheet from the ArborPro software to help residents identify Village trees and clarify ownership. The Village Manager also noted that a solicitation for tree maintenance companies would be going out to bid within the week. It is envisioned that the Village will select 3-4 qualified companies with which to have retainer contracts and will then conduct “mini bids” when tree work is identified in order to ensure the most cost-effective work is undertaken.

Tree Management on Private Property: The Council discussed outreach efforts to educate residents about the importance of the Village’s overall tree canopy and the need for a comprehensive tree policy for the municipality. The Council discussed tree management on private property, considering broader protection beyond municipal right-of-way and exploring the possibility of requiring tree assessments and replacement plans for removal, drawing upon policies in places like Takoma Park, DC and the Town of Chevy Chase. The Village Manager will review tree policies in other municipalities and prepare a draft for the Council’s consideration and input from the community. The Village noted that Richard would offer independent tree assessments on private properties, and proposed using Arbor Day as an opportunity for educational events about tree care.

Intersection Safety Study Update: The Council addressed the ongoing intersection safety study, noting that additional work was needed on the draft by civil engineering firm Brudis & Associates and that the findings would be shared with residents when it is completed. Council Vicechair, Maury Mechanick, noted his planned attendance at a District 18 State Delegate town hall on December 17 related to road safety, at which he would highlight concerns about the Connecticut Ave/Kensington Pkwy/Jones Bridge Rd intersection and flagging that the Village would be circulating a report with recommendations for improvements.

Capital Improvement Plan: Jason Azar, with Clark/Azar and Associates, presented an update on the Village's capital improvement plan (CIP), which captures the condition of the Village's roads, sidewalks, curbs, and storm drains (which are County owned). The team used visual observation for its assessment and found most infrastructure to be in good condition, with only a few areas needing attention. On a scale of 1 to 7 (with 1 being excellent and 7 being poor), most Village infrastructure was 4 or lower, meaning in fair to good or better condition. Clark/Azar recommended grinding trip hazards on sidewalks and replacing some sidewalk panels (\$27,000 estimate), and resurfacing some roads in FY28 (\$400,000 estimate), with the goal of timing the milling and overlay to avoid subgrade failure. Noteworthy was the condition of Kensington Parkway. Based on the 2020 assessment Clark/Azar conducted, Kensington Parkway was to be resurfaced in FY26 but appears in much better condition and can likely wait until FY32; although the Council discussed potentially accelerating the resurfacing of Kensington Parkway to remove the center lanes and accommodate bike lanes. Jason suggested revisiting the CIP in 5 years to reassess conditions, especially if there is significant development or utility work in the meantime. Jason also advised monitoring pavement patches from the recent street lighting project on Kensington Parkway, suggesting a spring inspection after winter freeze-thaw cycles. The Council inquired about sidewalk grinding contractors, with Jason recommending County unit price contracts with vendors like D&F. The Council complimented Jason's work and requested he review some intersection descriptions in the report for accuracy and resubmit a final draft.

Pepco Street Lighting: There was brief discussion about the new street lights along Kensington Parkway, noting that the decorative lights were intended for sidewalk illumination rather than replacing overhead PEPCO lights that illuminate the overall street.

Village Emergency SMS Service: The Council reviewed communication methods, with residents highlighting the importance of email updates and the potential benefit of SMS notifications. The Manager indicated that the vendor for email communication (Constant Contact) could include SMS services for an additional \$10/month. The Council requested that the Manager proceed with arranging that service.

Discussion (Sidewalk Snow Removal): Based on resident input during the meeting, the Council addressed sidewalk snow clearing issues, noting that only three residents failed to clear snow

after the most recent storm, and discussed potential solutions including community involvement and using student service learning hours (SSL) to motivate youth participation. The Council agreed to explore offering SSL hours for students who help clear sidewalks for residents who would like assistance.

Discussion (Additional Bulk Trash Pickup): The Council discussed potential changes to bulk trash pickup services, with a cost estimate of \$850-900 for additional quarterly pickups. There was acknowledgement that additional donation collection would occur as well, assuming the vendor can accommodate that. The Council noted that a survey of Village resident interest in this could be beneficial.

Attendees (mix of in-person and virtual):

Adrian Andreassi	Peter Herscovitch
Maury Mechanick	Seamus McCluskey
Geetika Sripathi	Arnaud Montouche
Jon Macy	Jean Lewis
Dana Peterson	Kathleen Merikangas
Jane Houlihan	Sandy Tennies
Sherri Greeves	
Richard Jones	
Jason Azar	
David Asai	