

**POOLESVILLE PLANNING COMMISSION
MEETING OF MAY 12, 2010**

PRESENT: LINK HOEWING, CHUCK STUMP, CAL SNEED, BOB BACHMAN AND GEORGE COAKLEY. ALSO PRESENT WAS TOWN MANAGER, WADE YOST, AND TOWN ENGINEER, JOHN STRONG.

Call to Order

Mr. Coakley: Ok the Poolesville Planning Commission Meeting of May 12, 2010 is called to order. Present are all Commission Members along with the Town Manager and the Town Engineer.

Announcements

Mr. Coakley: Are there any announcements?

Mr. Yost: Chuck has been appointed to the CEDC officially by the Commissioners.

Mr. Coakley: Did you attend the...

Mr. Stump: I did but I was fairly quiet because I wasn't officially voted in, the vote happened afterwards. The 26th is the next meeting. That group uses a lot of emails.

Mr. Yost: Yes they do, very active.

Mr. Stump: Yep a lot of email.

Mr. Coakley: And a gentle reminder that we all need to complete our Planning Commission training online.

Mr. Yost: By July 1st.

Mr. Coakley: Ok any other announcements?

Citizen's Comments on Agenda Items

Mr. Coakley: Ok and on the agenda tonight we have Approval of Minutes, Election of Officers, Conlon Forest Conservation Bank, Jamison Townhouses, and Master Plan Review. Do we have any comments from the audience?

Mr. Yost: We did take Jamison Townhouse off, they pulled that for now.

Approval of Minutes

Mr. Coakley: And we have approval of the minutes of April 14, 2010, do I hear a motion for approval.

Mr. Bachman: I move that we approve the minutes of April 14, 2010.

Mr. Sneed: Second.

Mr. Coakley: All in favor?

All: Aye.

Mr. Coakley: Minutes have been approved.

New Business

Mr. Coakley: Ok election of Officers, do I hear a nomination for Chairman.

Mr. Stump: I nominate George Coakley.

Mr. Sneed: Second.

Mr. Coakley: Ok do I have a yay or nay? Do I hear a nomination for Vice Chairman?

Mr. Bachman: I would like to nominate Calvin Sneed.

Mr. Coakley: Do I hear a yay or nay?

Mr. Hoewing: Do you want a second?

Mr. Coakley: You don't have to second. I checked Roberts. That is one of the few things you don't need a second.

Mr. Hoewing: Ok.

Mr. Coakley: All in favor?

All: Aye.

Mr. Coakley: Ok unanimous also. Next is Conlon Forest Conservation Bank.

Mr. Yost: Do you want to go ahead and take care of the...

Mr. Coakley: Or we can move on to...

Mr. Yost: Ms. Maloney and the...

Ms. Maloney: Do you want me to come up?

Mr. Coakley: Yeah if you don't mind.

Mr. Yost: That way the transcriber can hear you.

Ms. Maloney: My name is Jan Maloney a teacher at Poolesville High School and I guess you have all agreed to be evaluators of my class project, an engineering, architecture class. First up I want to thank you because I do appreciate that, I know it is your own time you are giving up. We have it scheduled for June 2 at 7:30 that is a Wednesday night. I would like to just tell you a little bit about the program and explain what my expectations are that night, my --- rubric and different things you can fill out and you can ask questions about that now as opposed to that evening. First off this is part of the Project Lead the Way Program, which is a program in high school, there is like 5 courses a student takes and it exposes them to engineering because this country is obviously very short on engineers. This is relatively new for Poolesville this is the first year we have taught this particular course. Based on the title we try to figure out what we need to explore those two career fields, engineering and architecture with things like you all are involved with like evaluating a project, which is prior to Parcel 840 having a skatepark it was just a piece of land, so my students and I went over there in September and I told them you guys got to figure out what to do with this piece of property and they designed some project for it. So in September as part of this (inaudible) I contacted Wade and he had my class over here one afternoon in September to talk about the --- and he gave us a full booklet and all with zoning codes, etc. Now my students have had this since September, how much have they looked at it even though I told them can you do that in Poolesville, I'm like is that allowed in Poolesville you know is there a setback there I am just giving you the facts.

Mr. Coakley: We do that every meeting.

Ms. Maloney: So anyway when we were here that afternoon I don't know if I suggested or you guys offered but wow would this be cool if they could do their presentation here in front of you guys because if I was a 16 or 17 year old boy or girl and I had to stand here and do it in front of the 6 or 7 of you I would be pretty intimidated, but me evaluating them is different, I see them everyday, I honestly could give them a grade on their projects right now but you guys will have a clean slate of like you are just seeing what my expectations are and great because you don't know anything about the kids, which is good. So that is why I am here, so I guess I should give you the Rubric, well let me back up, the project is ---, first they had to do some brainstorming, what would work there, they are in groups of 2

students and they went back and forth and then they had to kind of had to lay out something on paper called our bubble diagram, which --- a special relationship of what part of the building, I don't want them to start drawing a building without knowing (inaudible). You see that before you start actually drawing walls and then have to change it because you realize this --- the design. So they went through a series of steps and it is all laid out here of what they should have done and what they intend to do. So they will have a PowerPoint, next to it is going to be actual software that they used to design the building, the software is called Redit and that will show the actual design and you will be able to see the actual rooms and how they are furnished and the flow of the building. Now in front of it and this was the hard part for them they had to do an --- of what they are proposing to put on that property, is that going to work in Poolesville, knowing Poolesville like we all do, businesses don't necessarily do all that well here so this was hard for some of them and (inaudible) you got to find some small towns which even if they work, how big are they, what do they look like, this was a very hard part of the process for them. I want you to definitely ask them questions but keep in mind that they are still kids and they are not engineers, obviously they are not architects, they are merely students. So I am going to give you these and I would like you to take a couple minutes to read them and ask any questions and I will give you all the feedback, I would like you to write your comments on so I will give you a packet, there is 5 groups so in between presentations if you wouldn't mind filling this out and basically (inaudible). I think it is actually better because I know too much about these kids.

Mr. Strong: One question does the software do the structural calculations for them.

Ms. Maloney: No they do it and honestly with that I will grade them, so maybe just have a slide of ---, that is something you don't have to worry about.

Mr. Strong: And wastewater and water calculations comes from what the allocation is in the Town or is that going to be based upon...

Ms. Maloney: They basically found the additional runoff because they --- something on the property, they didn't reduce the green space so now they...

Mr. Strong: Ok stormwater not the wastewater.

Ms. Maloney: Right the stormwater.

Mr. Strong: It says wastewater.

Ms. Maloney: Oh wow I thought I changed that I didn't mean that sorry.

Mr. Strong: Not a problem. Let me tell you the new regulations we even have problems with trying to tabulate them. And the budget costs are based on use and means or is that just...

Ms. Maloney: I told them your job is to find you know there is different websites out there that --- the cost for building and (inaudible) a teen center for example and once again these are very basic but I asked them to find out the land cost and the --- cost so they have to have some sense of what this cost.

Mr. Coakley: You said there are 5 projects?

Ms. Maloney: Correct. And I am thinking 10 minutes each. How I would like to run the evening is I won't be saying much but I would just start by welcoming the parents and each group will come up and I will have an agenda who the groups are, what their projects are, they are totally self sufficient, I am just going to great

everyone and sit down the rest of the night. So they will present, I would appreciate if you held your questions until they are done and then whatever you feel and once you are done with your questions if you don't mind writing down how you feel they did in each category and then we will move on to the next project.

Mr. Sneed: Should we have an agenda and a list of the teams and we can call them up?

Ms. Maloney: I will do that.

Mr. Sneed: All right so we will call them up off of what you give us.

Ms. Maloney: Do you want to do that? I have like a preliminary but some of their projects they are still working on the name but I will bring that that evening that would be great.

Mr. Sneed: Whatever uniquely identifies them, even if it is Team A, we will just say Team A come on up.

Ms. Maloney: Yes I will give you that and if we are starting at 7:30 I'm going to have the kids here at 6:30 is that ok.

Mr. Yost: Sure.

Ms. Sneed: Will we vote...

Mr. Coakley: (Inaudible) our comments or do you want us to form a consensus prior...

Ms. Maloney: Would you allow that to be built, I mean would you give your approval of such things?

Mr. Coakley: Well we are filling out...

Ms. Maloney: You are filling it out...

Mr. Coakley: We are doing this individually.

Ms. Maloney: Correct.

Mr. Coakley: I said are you going to then collect them and average them.

Ms. Maloney: Yes exactly.

Mr. Bachman: One score sheet per group?

Ms. Maloney: Yes Sir. So I will give you a packet of 5 at the beginning of the night and you will fill them out as we go through.

Mr. Bachman: And how many students per team?

Ms. Maloney: Two.

Mr. Bachman: So they both can sit at the table.

Ms. Maloney: Well I think I came here the other day and I talked to Wade about it, I think they would probably be more comfortable standing because then they can work the PowerPoint and point to stuff that they need to, and I just think as a presenter I would feel more comfortable standing.

Mr. Yost: Whatever works we have people do both.

Ms. Maloney: So I really would expect you to ask them questions.

Mr. Coakley: But you are getting 25 of these and not 5.

Ms. Maloney: Yes because I want them to feel like, because I told them a couple times if I was one of the Commissioners I would be wondering what was going on right there, and they might respond like let me check it out they are kids so I do not mind you asking them questions because honestly they are all ---.

Mr. Sneed: So when they are done we will just say thank you, we won't vote, we will just say thank you.

Multiple Conversations Taking Place

Ms. Maloney: But I don't mind if you say hey that was a great idea you know anything like that. But your written evaluations I am going to show them the next day. But I really, really appreciate it, this adds like a different dimension to the project I mean if they were just presenting in front of me, its like (inaudible) and they want to get your approval.

Mr. Yost: So on the questions lets say that they haven't addressed certain things in the codes, street trees, curbs and gutter whatever, just ask them about that, that they should have that on here.

Ms. Maloney: And if they start stammering they start stammering.

Mr. Strong: Is it possible to give a preliminary of whatever work they have done?

Ms. Maloney: No I don't want, I want because you know what, you are a professional and they are not, I want you to see it first time that night and you are looking and say hey I think that they did a good job or I understand what their building is about and I think it could work here based on their research and I told myself before I came don't paint them in any way, but this research citation part that is where everyone is falling down and we had a big talk about it that day and this is very hard (inaudible). But it is a learning process.

Mr. Coakley: It is not that hard to tell what people put effort into and those who didn't.

Ms. Maloney: No it is not because I had a different class last year it was called Engineering, Design, Development and I had four engineers come to our class and they evaluate them and it was (inaudible). So will you all be here that night?

Mr. Coakley: I am planning to.

Ms. Maloney: Great that is great, if I was 16 I would be shaking.

Mr. Stump: If we are not here Jan just feel free to come back and run the show.

Ms. Maloney: So if you have questions about anything in front of you, I think that is all I want to say, but thank you very, very much.

Mr. Coakley: So we should be kindly critical?

Ms. Maloney: Exactly. They were supposed to have a set of things to do and if they don't do them then they should feel a little...

Mr. Yost: Have you notified the media at all?

Ms. Maloney: No.

Mr. Yost: Ok I will make a couple calls. At least for Rande Davis and Megan from the Gazette.

Mr. Stump: That should be fun.

Mr. Coakley: Yeah it will. I am evaluating, three of us evaluating the Global Ecology Project for Izaak Walton but we are giving out 6 grand so for some prize money but yeah I read they have some are doing films, some are doing research papers and then others some were doing teaching ecology at the Elementary or the Middle School or something like that and then some just have other projects that they were doing, so we are doing it in phases but I started reading some and I think we have like 6 research papers and I read one and I think it was like 22 pages long, it could have been 5, the person kept repeating the same information over and over in slightly different ways and everything and the whole hypothesis and everything wasn't well thought out it was just this is something I need to do to try to graduate,

so I think we will be able to tell the difference out of 5 projects I am sure there are going to be like 2 that are going to be outstanding and then maybe 1 or 2 that are good and there is going to be 1 like...

Mr. Yost: You might want to bring a pencil if you are scoring along the way, come back and they could be relative to each in scores.

Mr. Coakley: It should be fun though. Ok next Conlon Forest Conservation Bank.

Mr. Strong: This is for information John Strong, Huron Consulting, Town Engineer. This is for informational purposes only. The Jamison family I guess way to put it, has come in and (inaudible) of setting up a forest conservation bank for projects within the town limit where either it will be used for property that they own such as Williams Adventure and they will dedicate or buy into a forest conservation bank. The area that they are talking about is the Conlon property, which is down by the mower repair shop on Cattail Road.

Mr. Stump: Just to get my bearings, is the bridge right up there the town boundary?

Mr. Strong: The bridge is right here.

Mr. Stump: That bridge there ok.

Mr. Coakley: I thought Jamison owned that property. The Conlon's own it?

Mr. Strong: I don't know who owns the property at the present time, but the Jamison's have approached us about the property.

Mr. Yost: They do own it because they said they were going to put sewer lines and farm it.

Mr. Strong: They have it shown as them owning it, the plan does.

Mr. Bachman: The Jamison's own it?

Mr. Strong: Yes that is correct, Charles Jamison. It is very preliminary at this point, we have just gone through a series of driveway issues, identifying trees to be retained on the property of significant nature. The basically what they are trying to do is preserve the stream area that we want to list as priority areas, that we want them to retain anyway but then also it has additional planting in the area to bolster it. There is a sewer trunk line that runs down here and they are trying to sort out a how this is worded at the present time but a right of way for the sewer. What is depicted here is not where the sewer line falls so there seems to be a little bit of a discrepancy in the deeding. The darker areas you see here are to be planted, the types of trees are to be determined based on the soil type and also the hydrological conditions at present. We do know that this area in particular is extremely wet but this is a sloped area where you wouldn't think there would be much of a problem in your standard trees. These are two it is my understanding is this is an old cattle farm that before it became crop land these were watering ponds but they are showing it as a retention area with some large trees in there that we want to try to save anyway. It is a good thing to have for the Town it gives someplace for developers if you start running out of a fee in lieu to put trees it gives you a place where the Town could if they wished to recommend a developer to invest into the forest bank and it also protects this stream buffer that we always want to try to protect anyway.

Mr. Sneed: But what is a forest bank?

Mr. Strong: What is a forest bank? It is a place, if you had like Jamison Townhouses for instance, they have x amount of property and they are required to put so much in

of trees for forest conservation and they pay either a fee or plant, some properties don't have the ability to plant because of configuration, they would be able to basically purchase an area in here, in this forest bank, which then becomes once it is in this forest bank it becomes forever in the forest bank, no different than a forest conservation agreement in any other part of the Town it just happens to be on this property not on the property that is being developed.

Mr. Yost: And they are done all over the state, we visited some on the Eastern Shore and the guy who had the land actually planted all the trees and then the fee in lieu goes to that person for those trees and he cares for them and had like a forest that he has cultivated basically on his property, but state wide it is something that happens quite a bit, especially for projects where you can't do onsite mitigation.

Mr. Coakley: Yeah but actually in Montgomery County there is like one individual that I think is like the largest broker or something that handles that for developers and stuff and everything until for a fee of course, finds where banks are available and willing to sell.

Mr. Hoewing: So it is only inside the Town this is talking about, not outside the Town?

Mr. Strong: No someone coming in from Montgomery County or P.G. County or wherever would not be able to purchase into this, this would be only for properties being built within the Town, the Town has fees that they collect for forest conservation and if they, the law just changed but if it changed again it used to be that they had to spend it within a certain amount of time, that law changed, so...

Mr. Yost: What we use it for could be street trees, we do have some accumulating now, we can only have so much, and we had two bad years for planting trees because the stock was so dry and bad they just wanted to change the law and extend it.

Mr. Strong: That is correct.

Mr. Hoewing: Just seems like kind of strange timing though because other than the Jamison property at the end of Westerly there is not more property.

Mr. Yost: Jamison Westerly will probably be pretty --- back they are going to need quite a bit of land with that one I would think.

Mr. Hoewing: Yeah but there aren't too many other properties except one or two...

Mr. Yost: Yeah I think it is probably more self...

Mr. Stump: Do they get tax breaks out of it or something?

Mr. Yost: It is --- to do it inside their own family.

Mr. Strong: But the thing is, this property down here for them is an area that doesn't lend itself to agriculture and some day as the wastewater plant grows and a whole bunch of other things change they may want to build up here and it wouldn't be bad for the Town to have it as far as forest conservation and they could buy whatever or mitigation.

Mr. Bachman: What is the background on this, did they come to us?

Mr. Strong: Yes they came to us.

Mr. Bachman: Did they explain why?

Mr. Strong: Yes they were looking at several different pieces of property that they plan to develop eventually and they thought that by putting in a forest conservation bank it would not be a bad thing to do. It doesn't mean that when we go to develop

a property as Commissioners, you don't have to except them putting their trees into that forest conservation bank, you can say, the route it goes first is on the property, than after the property it goes to a forest conservation bank, than after a forest conservation bank then it is fee in lieu.

Mr. Bachman: So if I am trying to understand why you would, why a developer would want to propose this, is this to avoid having to put trees on another development?

Mr. Strong: On another development?

Mr. Bachman: Yeah lets say Bob Bachman came up with this proposal for this tree bank and I own three other pieces of property in Poolesville and I want to put homes on them, can I reduce the number of trees that I have to put on that development by putting them in the tree bank?

Mr. Strong: No if you have a piece of property that is to be developed a calculation gets done and it tells you how much land you have to set aside for trees, if a hardship can be shown that putting those trees would create a hardship than...

Mr. Bachman: Well what is a hardship?

Mr. Strong: Well there is a whole list of reasons, it could be for financial reasons, it could be for there is no place to put the road when you have a piece of property that abuts a stream you can't get your roads in unless you go ahead and create a forest site somewhere else or pay a fee in lieu, if you don't for a 1/3 acre or 1/2 acre those are things that could be considered.

Mr. Yost: Or that you couldn't fulfill the zoning.

Mr. Coakley: I think it is just normally space, I know in the County most people who buy into the forest bank are the ones that buy 5 acres in Bethesda or something like that.

Mr. Yost: There is one that exists in Town now, it was afforestation that was done for the Middle School when it was built, where the pond is, that was all an afforest area that was placed into conservation, well it has been done before also.

Mr. Stump: Who makes the final decision on approving their hardships or not, this group correct and it is completely discretionary, by which I mean there is nothing black and white that says if A, B, and C than they automatically can go into the bank as opposed to us saying no you got to put it on the property.

Mr. Strong: (Inaudible) the property, the one is Jamison Townhouse right now (inaudible) he could have --- rather than pay a fee in lieu I will just go ahead and take a portion of the tree conservation bank and it will just be as part of that property, now you can only go to the limit of what it is showing you can't go beyond that unless you need to request additional ---. They have done this state wide, the state is very pro on these items because they have a nice 2014 goal is no tree loss within the state.

Mr. Bachman: But are we is Poolesville at a disadvantage in terms of trees right now, do we need a tree bank, are we an un-treed community or are we a tree rich community?

Mr. Yost: In the middle of the Ag Reserve you are probably pretty tree rich relative to the...

Mr. Bachman: No I am just saying in Town, I am not talking about the Ag Reserve, obviously there are trees out there but just in the Town in terms of the quantity of trees in subdivisions and...

Mr. Strong: Well you got to remember that the trees that are in subdivisions unless they are in easements a forest conservation easement they are just they are like a blade of grass they can be cut, they can be chopped, there is nothing to stop that from happening.

Mr. Bachman: So the trees that Mr. Jamison might want to put into a tree bank would be ones like street sidewalk trees or what do you call them.

Mr. Strong: There is a quantity of an area that has to be dedicated for forest and it can't be other than the Town used for streetscape trees because that is permitted by the State, but if a developer wanted to put a tree on the street or a tree in a yard that can't be considered part of the forest conservation because there is a --- that has to be for forest conservation, it has to be trees of 2 inch caliber or better.

Mr. Yost: Yeah there is a --- of the smaller sizes and there is also a maintenance guarantee that has to go along with afforestation, there is a whole set of state regulations and we developed it into our forest conservation.

Mr. Coakley: But one other project would be when they eventually extend Westerly.

Mr. Bachman: Extend what?

Mr. Coakley: It would be 45 houses so I am guessing between the footprints of the houses and the roads extending through (inaudible) they probably won't have enough land left over to reforest what is required in the Code.

Mr. Yost: Basically they will fill their own bank up with the land that they are developing.

Mr. Bachman: Ok so there is a direct line between the tree bank and their development?

Mr. Yost: Right.

Mr. Sneed: So we can expect them to come in and ask us to rather than do the in lieu fee in lieu he will ask us to do this in his project.

Mr. Strong: (Inaudible) and that is the example, the developers can come in and say and he can actually if there is somebody else that wants to develop a piece of property like Parcel 499 if they are short of trees, they don't have enough area for forest conservation, he could physically sell them a piece of that forest conservation bank and say you get this piece right here.

Mr. Coakley: And in a way it makes good business sense and if you are a farmer and you have marginally productive land it's a good use of that property, you put trees in the trees help keep runoff out of the stream, it transpires oxygen, takes some carbon dioxide out of the air and stuff so from a business standpoint it makes sense.

Mr. Bachman: But he is not a farmer.

Mr. Coakley: Jamison is.

Mr. Bachman: But it is only Charles and Frank.

Mr. Yost: Well Charles...

Mr. Bachman: I mean Frank is on this and Charles is on this and neither of them are farmers right?

Mr. Yost: Well Charles is the father he has passed away.

Mr. Bachman: So it is Frank he is a real estate developer.

Mr. Yost: Everything is owned by the family, it is a huge farming business as well as real estate.

Mr. Bachman: I guess the perspective I am trying to gain from the Town perspective I understand the request by the property owner but how does it relate to the Town's needs and its desires for the quality of the housing developments?

Mr. Strong: These are what you call priority one areas which you wouldn't be able to develop anyway, the additional plantings you wouldn't have to deal with, especially in this area right through here you wouldn't have a planting issue, you have mature trees already, the forest conservation regulations are pretty standard they want to try to save as many mature trees as possible rather than coming in and doing afforestation, which is replanting of trees, you go in and replant basically 2 to 1 and they expect that 50% of those trees will die off, so you gain with having mature or semi mature second growth forest which is preferable to coming in and planting and having to wait 25 years.

Mr. Coakley: Well whether it is good for the Town or not would depend on each individual development and site plan and it would be up to this Board to determine if we would require that reforestation take place on the property being developed or if it would be better to put trees into the bank or just take money in lieu and if the Town takes money in lieu what is the Town going to do with it.

Mr. Bachman: Who owns the tree then?

Mr. Strong: The bank belongs to the Jamison property but there will be a professional easement.

Mr. Yost: Conservation easement.

Mr. Hoewing: So the Town has the right to access the property to check out whether the bank is doing well and they are not removing trees.

Mr. Strong: Absolutely.

Mr. Yost: So does the State Forest...

Mr. Hoewing: This is actually a State program then?

Mr. Yost: Oh yeah.

Mr. Hoewing: Is it oh.

Mr. Strong: We would at least once a year sometimes twice a year and we go visit the forest conservation areas.

Mr. Bachman: Well is there a staff recommendation on this?

Mr. Strong: I haven't made a recommendation yet because there is still issues for --- we need to get the planting schedule from them.

Mr. Bachman: No I am not talking about that kind, that is a recommendation for implementation, is there a staff recommendation about whether to be interested in this proposal or not, can you go ahead and do it anyway, can you set up a tree bank without the jurisdiction, the political jurisdiction giving approval?

Mr. Coakley: I would think so.

Mr. Strong: I would have to check on that.

Mr. Yost: Yeah that is a good question I don't know.

Mr. Bachman: I am trying to understand do we have the ability is this just for information purposes.

Mr. Strong: Yes.

Mr. Bachman: Or is this something that the Planning Commission can say we don't want this.

Mr. Strong: You definitely have the right to object it or approve it, I have got to check on it, this was done for informational purposes only right now, they brought it forth to us, I will need to see if it has to be approved because I don't know.

Mr. Sneed: Is it in the Town limits?

Mr. Strong: Yes.

Mr. Bachman: So it is in the jurisdiction of the Town.

Mr. Coakley: It is RDT property and that would be like an agricultural use, which is allowed. So the only thing I would think would be if and when the situation arose anybody could if they had the right property say they are starting a tree bank then it would just be up to us when the site plan comes through to say whether or not if there wasn't I guess adequate space or whatever for reforestation on the property being developed if we said well ok then we will go it is fine to use a tree bank.

Mr. Bachman: I would like to know what the relationship is between this decision or the recommendation by Mr. Jamison and whether the Town has to approve this or not, if the Town has no role in this, if this is for information and we will deal with it when he comes forward with requesting to put trees in the bank or not, but if we have a decision about whether we can approve it or not approve it than I would like to know that.

Mr. Strong: In the normal process with a subdivision you would go ahead and propose whatever forestation process that you are going to attach. My thought is that this is, if the forest conservation bank doesn't exist than he has to pay a fee in lieu, this makes the Town aware that there is a forest conservation bank available to him to be used, the approval and I believe the town would have to approve, the state has to approve all forest conservation banks and we have to approve the planting that the state placed in here, so following what the state does, the Town --- the state in this case, they would have to go ahead and approve the types of plantings that would take place in any of the forest conservation bank and therefore you have to also approve the forest conservation bank and you wouldn't want to go ahead and approve what originally you had a forest conservation going across the sewer easement, we pointed out you can't do that so it had to come out of the forest conservation bank. So I would think that...

Mr. Yost: We will check and make sure.

Mr. Stump: What happened with the case of the John Poole Middle School we didn't do anything with that, that is also a forest conservation bank right.

Mr. Yost: Yeah it was property that was also donated by Koteen for stormwater management area but the Town would of have to approve if they wanted forestation to happen on it in the conservation area. The fact that it was set up was kind like well ok we will use this area.

Mr. Stump: But in either case will it be an official easement for the Town.

Mr. Yost: Absolutely.

Multiple Conversations Taking Place

Mr. Stump: I understand that but it gives us several rights onto that property.

Mr. Bachman: And is there a reason that Mr. Jamison didn't come and present this proposal to the Planning Commission himself?

Mr. Strong: The only reason I can think of is actually that Josh had an injury and was still not in great shape.

Mr. Sneed: Can we table this until Mr. Jamison can present it?

Mr. Yost: There is nothing to table I mean it was just information at this time, we are just trying to get you guys on board saying this is coming your way, if there are possible questions you have that we can answer before it actually comes as a real proposal, this is not a proposal it is informative only.

Mr. Coakley: I know the state has some kind of application that you have to fill out if you want to participate in the land bank, so I don't know if we should have something similar in the Town or not I don't know but we could all pitch our money in and buy 50 acres outside Town somewhere in the county and then this whole purpose of buying it would be to set up a conservation forest bank and then --- the money.

Mr. Strong: I actually know somebody who hires --- that does that.

Mr. Bachman: Who does that, who approves that.

Mr. Coakley: Like I said there is an application if you own like a farm or a piece of property there is an application you have to fill out for the state and then they make a determination as to whether or not they think you are suitable to be a member of the bank and then like I said the only negative I have heard about it is the person who like runs the, like the largest broker in Montgomery County or something sort of has a sweetheart deal going or something that he can say play one land owner against another and say oh Bob Bachman is giving me \$3.00 a tree or something or however it works out or a square foot or whatever and give me \$3.50 and I will put you at the top of the list.

Mr. Yost: We will get the answers to the questions you have.

Mr. Stump: John can you point out where the creek flows and what are roughly...

Mr. Strong: The creek runs right down through here and it breaks up in here and then it comes back. There is a wet area in here not classified as a wetland and then there is a kind of a ridgeline here and it gets wet again as it comes down.

Mr. Stump: I'm just curious so the --- goes up here so there is mostly not farmable or developable is that because of the geography there?

Mr. Strong: Yeah it is pretty steep.

Mr. Stump: Pretty steep back there.

Mr. Coakley: Ok wells 7, 9, and 10 treatment system site plan.

Mr. Yost: Are you guys up to speed on why the Town is doing this or do you need a review on this?

Mr. Stump: Refresh my memory.

Mr. Yost: Ok three years ago the State began alpha emitter testing. Alpha emitters being Uranium, Radon, Polonium, Radium, and through the alpha emitter testing process we had wells 7 and 10 came up to very high levels, now they have a limit of 30 it was pico curies per liter or that is for Radon and we are at 27, 28, a couple of them were over 30 but they did average out to be below the maximum contaminant level of the 30 when we averaged 4 or 5 samples per year. So the State went into a more stringent testing period, --- months we were pulling samples and we had the cancer cluster folks come out Dr. Tillman and Dr. Mitchell from the County and State respectively and a bunch of folks came in to find out if the water was giving us

cancer and stuff like this and it was a real concern for a lot of folks so the Commissioners took it serious and started looking at what can we do to improve the system because we really don't know the effect --- Dr. Mitchell of what if you have radon in your house and you have high radon in your water and you have uranium in the water you know the three of them together is that some kind of a conglomerate together that...

Mr. Coakley: Synergistic effect.

Mr. Yost: Right so with that the Commissioners determined that they would in fact go ahead and look at doing some type of treatment system. What we've came up with is for 7, 9, and 10 and we are doing 9 also it had elevated levels but not quite as high because it is in the vicinity where 9 and 10 and 7 can all be placed in the one well house piped in and then one treatment system and then go into the distribution system, so that is kind of where we are with it right now. Any questions on that part of it?

Mr. Coakley: What is the treatment exactly?

Mr. Strong: Well there is 2 different processes that take place. The radon removal is very easy it is a system of --- that takes place. For uranium because (inaudible) a filter under pressure that pushes the water through this media, the media removes the uranium and then (inaudible) you have uranium free water.

Mr. Coakley: And then do we send the canister to Yucca Mountain when we are done with it?

Mr. Strong: The uranium media is taken to a hazmat ---. So the two processes require a 20x40 building that is what you see in this area here, that area there, the existing fence line runs right along here, we will have to extend the fence out we are setting the buildings this is the well house over at --- approximately 4 feet apart from the existing building we can run the pipe back and forth rather than going underneath the ground and creating an additional cost. The water line for 7 comes down Fisher Avenue than up Budd Road and then goes into the well house. The area that's going to be, we are going to use the existing driveway put a garage door so it gets --- in and out if we need to for maintenance, it will also have a standard door coming into the building. The well house 9 stays as it is, it will do all the chlorine work just as it does right now, well house 7 the chlorine goes away we won't have to chlorinate anything because once it comes out of the treatment building it is back in --- and that is where ---. There is no additional construction to the entranceways to the building at all, there is no additional construction to the existing well 9. It is pretty straightforward no grading at all involved toward this edge of the property. There will be a vent stack for the radon treatment but the (inaudible). We just received a report from the supplier, basically as long as you don't have greater than 15 pounds of uranium at any one time, which would be much, much more than what we would actually get out of this system, there is no need for a federal ---.

Mr. Bachman: Is the building made out of brick?

Mr. Strong: Brick. It will look very similar to the existing well house.

Mr. Coakley: Is there a backup generator?

Mr. Strong: No backup generator.

Mr. Yost: But we have a portable generator.

Mr. Strong: The power actually will come off of well house 9 to a sub panel within it.

Mr. Hoewing: People live on Budd Road, are there any houses close to it or not?

Mr. Strong: Well the nearest house is scheduled to be built and it will be down that way.

Mr. Yost: There is a house on the corner and there is 3 at the Hernandez property.

Mr. Sneed: How far?

Mr. Strong: They are like 70 feet away from the first house.

Mr. Sneed: To the property line.

Mr. Strong: To the property line.

Mr. Sneed: Who owns the property in between?

Mr. Yost: Mr. Hernandez all three houses are his.

Mr. Stump: To be built yet.

Mr. Sneed: You mention chlorine?

Mr. Strong: That is correct.

Mr. Sneed: We don't have chlorine in our water right?

Mr. Yost: Yes.

Mr. Sneed: We chlorinate, when did we start doing that?

Mr. Yost: It is state law you have to. Federal law, EPA, any drinking water system has to have chlorination.

Mr. Bachman: How long have we had chlorination?

Mr. Yost: For 5 years.

Mr. Sneed: Why are my kids taking fluoride...

Mr. Yost: Fluoride not chlorine.

Mr. Bachman: Ok I understand thank you.

Multiple Conversations Taking Place

Mr. Sneed: I don't know much about the fluoride situation but is there an opportunity here to fluorinate the water and would we want to do that?

Mr. Yost: No fluoride is a very dangerous --- and basically for this type of well this is going to be 200 gallons per minute it would be just a minimal drop it would be hard to measure it and you want it about 2 parts per million, if you get above 4 or 5 parts per million you will kill somebody, it is very dangerous stuff, that is why it is easier to use, if we had all our water going into one tank without getting in any household and then be able to treat it at one location and send it out then you could look at doing a fluoride system but the way it is set up with independent wells 200 gallons per minute is definitely not enough to set a system up, we have looked at it several times.

Mr. Coakley: Some people don't like fluoride in the water.

Mr. Bachman: We are focusing on wells 7, 9, and 10?

Mr. Yost: Yes.

Mr. Bachman: Because they had the high levels of what?

Mr. Yost: Uranium was the key element and then radon was elevated even though there is not a regulation for radon at this time.

Mr. Bachman: Was there any concern that the Town would appear to be neglecting the treating of the water from the other wells?

Mr. Yost: Not at all the levels are dramatically different, if you look at the Consumer --- Report or the Water Quality Report we send out each year, which I will have done by June 15 and July again, you will see the big difference where we had levels of 10

to maybe 15 pico curies per liter of the uranium, here we were 29, 30 and 30 is the State's level, and EPA's level, even though California and the World Organization of Water Federation has 20 parts per million for their level, so EPA relaxed their regulations because they were too onerous on municipalities to have to build their own treatment systems.

Mr. Bachman: How many wells are 20?

Mr. Yost: None they are like 15 or below.

Mr. Bachman: So we are below even the California standard except for 3 wells.

Mr. Yost: Yes.

Mr. Hoewing: And we actually had people criticize us because they think we are being too cautious.

Mr. Yost: And Radon right now the regulation will probably be at 300 pico curies per liter and they are having a hard time pushing that for the money issue also, it would be too onerous on municipalities to have to put a treatment system in so they have a deal where they may allow you up to 4000 if you have a mitigation program and you go into everybody's house and put a fan in to mitigate radon in the house because it is more of an air quality issue than a drinking water.

Mr. Bachman: So it allows the homeowners to spend the money to mitigate.

Mr. Yost: Well no the municipality would have to do that and show that its working to be able to not have to treat the water, an education program also, and this regulation has been proposed for about 10 years now and they really just can't get their arms around it to pass it either way. But the levels we are looking at here, well 7 is up around 2000, well 4 which has been offline we only run it for emergency is about 2500 pico curies per liter so they are pretty high numbers we are looking at so all in all that is why the decision was made to go ahead and treat them.

Mr. Hoewing: It wouldn't even be an issue if we had a different water system construction because normally what you would do is mix all the water and it would dilute it but those are the only wells that are really bad, but these go right by people's houses when the water gets sucked out of the well so the first few houses get a lot and the ones farther down don't get much is the problem, so if we could actually have a system where we could put it in one place and then send it all back out it would be fine, it is a lot of money to do that, a lot of money, so this is the secondary way to do it.

Mr. Sneed: When does construction start?

Mr. Strong: Well we are showing the planning process right now (inaudible) bidding July 1st, that is also dependent on how the State of Maryland --- the permit process.

Mr. Yost: This is kind of new to them also. They didn't know they had one in the state. It is a cool system they are putting the radon removal system in.

Mr. Strong: (Inaudible) uranium removal technology there is several different companies that do it basically the same way, they have big filters, if you ever want to go down to the wastewater plant you can see something that is very similar to it and the radon technology removal there is different ways of doing it, some have great big stacks that are vertical, these are just great big boxes that look something very similar to (inaudible) and depending on (inaudible) and it comes out of there and then goes into a pump system.

Mr. Coakley: What kind of disbursement info do we have on the radon gas when it comes out?

Mr. Strong: Well the radon gas is no more different than when a farmer plows his field or digs a hole in the ground, when a farmer plows a field he exposes that layer of soil, radon escapes and the level that you will probably see coming off the stacks are no more than what you would see from a basement environment typical in Upper Montgomery County.

Mr. Yost: We said 4000 pico curies per liter was the regulation because that is supposed to be the normal outdoor radiation if you were just outside being exposed.

Mr. Coakley: But here you are talking about constant.

Mr. Strong: Well it is only active when the...

Mr. Coakley: Wells are running.

Mr. Yost: And it is a much lower volume. But that is one thing that MDE is also looking at concentration of ---.

Mr. Coakley: I was just wondering if we could have plantings or something around it to make sure it blows only in a certain direction or something like into the tree lines or something.

Mr. Strong: There are tree lines through here, there is nothing, I think there might be a couple small ones in that area.

Mr. Coakley: Although actually west to east prevailing winds would put it at High Garden Farm and then that is open field behind that at High Garden Farm. Ok I will tell Roger not to breath. So except for the new house there is very little construction then on site.

Mr. Strong: That is correct and the water line.

Mr. Coakley: Ok any questions. Ok do I hear a motion to approve the site plan for the what is this considered the expansion of the treatment system?

Mr. Strong: We are calling it uranium removal for wells 7, 9, and 10.

Mr. Bachman: How bout radon?

Mr. Strong: Radon is in there but it is not in the --- yet.

Mr. Stump: I move we accept the site plan for the uranium removal system for wells 7 and 10.

Mr. Coakley: Do I hear a second?

Mr. Sneed: Second.

Mr. Coakley: All in favor?

All: Aye.

Old Business

Mr. Coakley: Ok Master Plan Review. Ok I got some input from Cal and Chuck and I went through and tried to incorporate it as best I could along with some of my thoughts into --- but I redid page 1 to include under the table of contents the headings that we are required to have based on the new revision of Article 66B. It is just going to be a matter of pretty much shifting what we have now into the different categories and then I went through on pages 2, 3, and 4 and made some changes to try to take out what was not relevant anymore and a few additions based on the input that I got and some of my thoughts. So if you take a second to go through that and you can use this as a starting point.

Mr. Sneed: What did you say about 66B and page one?

Mr. Coakley: Yeah the new revision 66B and the training information that they sent us, these are the categories that they required in all the municipalities 6 year plan, Master Plans if you would.

Mr. Sneed: So I don't get it, so for example your first red line statement of goals, objectives, principals, etc., under Vision Statement.

Mr. Coakley: Well that is what they call it but we have historically called it a Vision Statement so I would just as well keep that as the title, I think it rings a little better than statement of goals, objectives, principals, policies, etc.

Mr. Sneed: Ok so I was taking this as these were sub titles under the Vision Statement that these would be sub titles.

Mr. Coakley: No that is just so they know what our Vision Statement consists of and then the rest are specifically the way that they have the nomenclature in the requirement section.

Mr. Yost: I put an outline together also using 66B and I went one step a little further than him and as 66B there are certain portions say this element shall have this, shall have this, so we will just title it the Master Plan outline and anything that is bold is what they said shall be in your plan. It is almost identical to George's just expanded out a little bit.

Mr. Sneed: Well at the last meeting we talked about and the reason I sent the paperwork to you all that I did I promised you in the last meeting and that was based on a discussion that we had that we might take a look at those categories on things on the pages I sent you and we might go through them and decide whether we agree or not agree to the things that should be updated and completed, things that should be edited, things that should be removed or considered for removal etc., and it was my idea at the last meeting and maybe I didn't understand it right that we would sort of go through that and go down the list and then use our comments about the list and go to the Mission Statement and then address each one individually in the Mission Statement and that is to say if we had a page here that said for example things I listed as things that we might consider removing if we agreed on any of these to be removed we would just go to the Mission Statement as it is written and strike it right, if we went through the list of things that we could consider adding we would agree on what should be added and then someone would take the responsibility for adding it to the statement somewhere else, so is that not what we were talking about doing, or does that not have any merit doing it that way.

Mr. Coakley: Well my impression was that you would all send me any input and then I would go over it and try to encapsulate that as best I could and come up with one document that we can then use to beat the you know what out of and use that as a focal point for deciding what changes to keep, not keep.

Mr. Sneed: Wouldn't it be easier for you though to do it to come to agreement on those things what needs to be updated, what needs to be removed, what needs to consider adding and then you would have that a working document and a process to follow to go into it and sort of start from the very beginning and then...

Mr. Coakley: Well like I looked at your list and removed destination from the rewrite that I did.

Mr. Sneed: And I guess that is my point, I don't know that unless I go through and look at this but for me to take all the information on all these pieces of paper and

then read this and realize it I don't have a way of checking it you understand what I am saying.

Mr. Coakley: No.

Mr. Stump: Well I mean we are all here right now so you can see every change verbatim that is why we used the red line editing feature.

Mr. Coakley: I mean it shouldn't be that hard to read what I threw together and then if you knew that "prohibit western bypass" that you wanted that removed and I left it in there but I put "periodically propose western bypass through the Ag Reserve", because it does come up from time to time.

Mr. Sneed: Yeah and I wasn't necessarily proposing these standing, just as ideas so I could categorize them into these breakout areas.

Mr. Bachman: How do you want us to do this?

Mr. Sneed: Is the idea to go down my list then go one by one and check, go to my one item and then go through yours and...

Mr. Coakley: What I would like you to do is probably just read through what I threw together and then use that as a basis for making editorially changes.

Mr. Hoewing: So you should focus first on the Vision Statement and get that all finished and then move to the, is that what you want to do.

Mr. Coakley: Yeah.

Mr. Stump: I think the Vision sets the tone I think we should nail that first.

Mr. Sneed: I agree with that.

Mr. Coakley: And I think a lot of it isn't going to be that difficult. The sections dealing with the land use and municipal growth element isn't that old so there should be little change to that at all, it is just a matter of there is one or two things that need to be updated and there is probably some stats in there that need to be updated but.

Mr. Sneed: And for me I think I would like to go through the list I have given to you all and go one by one and ask for your interest and response to the things that I have on the individual categories. And I was starting with page 1 and stop me if you think this is a non starter but I am just trying to get my arms around this process I don't, we used this process when we did the water I mean the what you just referred to last year...

Mr. Coakley: The water allocation process but I didn't think you were involved with that. I think what document you were referring to when you said water allocation process.

Mr. Sneed: It was the other one. The Municipal Growth Element and we did that this way and it just the process didn't I felt like something was lost in the process leaving the meeting, doing some editing between meetings, coming back and then doing it this way and I feel like this is a lot more, there are a lot more elements to this Vision Statement and so as the process goes it would help me in other words if I sit at home and I send you ok I think we should update the citizen survey line in this document, I don't know what Link is thinking about that or Chuck or Bob or even you so I thought and nor will I know that until I come back next month and hear Link and Chuck's response to an edit that I suggested to you and then you are the one that is turning this stuff over and feeding it back to us, but if we all go down this list right now we have an understanding about all these things together tonight, we

could leave and then next month we'd come back and we would know what between this meeting and next meeting we would have an agreement on what things we think should be updated, what we agree should be removed and ideas about what might be added and I just thought that that would be a process that would help me deal with the way we are doing it.

Mr. Coakley: Ok I am not opposed to a level...

Mr. Sneed: What was the word you used.

Mr. Stump: A conceptual level not a group editing level, we are not going to sit here and jointly wordsmith things.

Mr. Sneed: Right and that idea I think loses something when 5 of us are trying to wordsmith at a meeting like this at the same time.

Mr. Coakley: Well let's give it a try, citizen survey.

Mr. Sneed: Thank you so citizen survey...

Mr. Stump: Where are you starting?

Mr. Sneed: Page one...

Mr. Stump: I'm sorry on the Vision or the first page.

Mr. Sneed: It says page one at the top, you have that?

Mr. Stump: Yeah.

Mr. Sneed: So then you have number one, citizen survey ok so I put this in the category of needs updates and of course the last meeting we discussed whether we were going to have a survey and Chuck was supposed to, was going to report back on a survey monkey type thing...

Mr. Coakley: Well not Survey Monkey.

Mr. Sneed: Well some way to accomplish and electronic software.

Mr. Stump: Being green I decided not to print out everything, mostly I was having problems with the printer at home but I can email you guys lots of reference material if you want to plug up your mailbox, so what I took away was primarily was the concept of the concern about validity of internet based surveys, that was my first starting point and I did a fair amount of research on that, I was only using --- and academic sources I don't like to use popular media for that kind of input. I have come to the conclusion and I can go back if you want, in general internet based surveys don't have any major problems with validity as long as you address two general areas and they are not a real problem for us, 1) your sampling size; sorry your sampling size and the type of population you are using for your sampling so basically a lot of internet surveys where somebody puts out the banner ad and says here please come and fill out my survey, you are throwing out the potential population to the entire world with no boundaries and no knowledge of whose going to actually fill it out or won't fill it out in general, we don't have that problem here because we have got a predetermined both sample and population that is the same, which is all Town, the only question is do you want to go for are you attempting to go for each residence filling out your survey or each resident, each home as well filling out your survey, either way we have got a well defined sample size that kind of negates one of the big problems that a lot of internet surveys have in their results. The other interesting one is that can skew a lot of the internet based surveys are and I am not going to use the right word I will use the word demographic although it is not exactly correct where a lot of internet surveys can

skew towards higher education and higher affluence in general so you just need to factor that in that that is something that typically happens in this type of survey. A lot of the documentation I sent to you guys is actually a few years old but in general in the later 90's only 10% of the population, I mean the population of the whole actually had active use of internets in their homes, had it in the homes and actively use it is a big difference here. In the last 2 or 3 years the surveys have found it is more in the 30 to 40% range where that is going towards is people get the survey results from last time, they were incredibly small I forget what the math is but it was less than 10% responded, it was fairly small. You can basically expect to find you get equivalent response rates, you will get no worse response rates from internet surveys than you will from a phone based survey...

Mr. Bachman: It may be better.

Mr. Stump: Possibly better but there is no definitive information on that one but it won't be any worse.

Mr. Coakley: Well I think randomness is the biggest bugaboo because when you solicit people to respond you tend to get a polarity with those who are very happy, very ticked off with the way things are going and so it always raises the question does that give you a good picture of that middle core of people who don't come to the meetings, who don't get involved in anything but yet they have opinions, they pay their taxes and they are the ones that...

Mr. Stump: I am glad you brought that up I tried to find some --- between municipalities or government using web based surveys, there is not much of that, although there is an interesting trend for some to start using it for a census but that is a whole different piece with other controls on it. But in general just for a marketing survey you tend to get responses that are as you are saying towards one end or the other unless you do some kind of incentive for people to fill out the survey, you know fill out the survey and get entered into a pool to win something or you get a free whatever, I don't think we have the money to do that, there is a lot of questionable value about whether that skews your results or not but you pull it out and your theme is yes you generally get one end or the other the average person is just content with doing the survey unless there is some reason for them to respond to the survey.

Mr. Yost: Can I ask a question sorry if you are doing one per household, which is kind of how the phone calls went, how do you know you are just getting somebody is not from out of town you are getting people in town so how do you do that?

Mr. Stump: So to shift topics that was kind of my little --- on validity of web based surveys and I have some concerns about that. So I didn't go lock into answering that question but partially that get backs to what tools you want to use, so the tools list what are arguably the top 20 and they range from \$50.00 to \$1500.00 to \$2000.00, the more expensive you get the more some of the tools can give you additional tools for trying to manage that, one way you can do it is to houses are going to need to give you back some kind of information or the things that we can afford to do, they are going to need to give you back a filled out address that we can confirm it against or just from uniqueness in general a valid email address so we can confirm the people aren't filling out the survey multiple times and that this is a valid email address so two points 1) however --- somebody from --- stuffing the ballot box but

that could be anyone finds the survey out there and then 2) the question is how do I prevent or ensure that I am getting a reasonable covering of the residences or residents in Town, so that is the questions we didn't spend as much time on, it was mostly looking at validity and issues with the surveys and then I wanted to stop there I got a list and I will go back and look more at the actual tools but the general cost range you are talking is \$50.00ish to \$1500.00ish is assuming we are going to use basically the survey from last time we don't have to pay another firm to come up with that, that is where a lot of the big money is, that is it in a nutshell.

Mr. Bachman: Great thank you very much.

Mr. Sneed: Do you guys want me to email around some of the documents I have got for you, mostly they are academic.

Mr. Yost: If you are going to do this you probably want to do it fairly soon before actually summer gets underway and people start going on vacation.

Mr. Coakley: Yeah we would have to send out postcards but then we also have to decide what software we are going to ask people to respond to.

Mr. Hoewing: Good research. I mean I do actually do part of my job is I actually do survey work so I have some knowledge of it too and I guess my only caveat is and we did this in the last time and it became a little bit of a bugaboo, you can do these and because they are not scientific you can actually believe that this actually guides your plan and it shouldn't guide your plan it should be an information piece to your plan but it shouldn't be oh this resident said they wanted this well this doesn't represent the residents, it gives you a marker and some ideas where they might want to go, you got to be careful of that.

Mr. Stump: Interpreting results is also kind of an art form, any type of survey doesn't matter if it is web based or actually that goes for specifics in general.

Mr. Hoewing: It would be helpful if they give you some ideas of what people are interested in but it is not, it is just what people say they want.

Mr. Stump: But the cost is microscopic compared to random phone surveys and other survey techniques so even if we were to do something --- say \$500.00 is the cap for it and did that, I am almost thinking that even if the results ended up being worthless it is not that big a loss because we did have some amount budgeted.

Mr. Yost: We have like \$10,000.00.

Mr. Bachman: So the idea would be that this electronic survey would ask the same questions as the previous survey so you have a trend but we are also open to the idea of adding new questions in areas where we thought we knew we wanted to know what people thought about certain important areas that relate to the future, that haven't been addressed in the previous Master Plan and those ideas for what we would turn into questions could come from the various groups that are providing input to the Master Plan, it could be Parks and Recreation, it could be Community Development, I mean a variety of places could suggest new objectives for example. So if a new objective came to us that was different than the past Master Plan my thought would be you might want to turn it into a survey question if it is something where people could say yes or no or a range of responses to their interest.

Mr. Sneed: Do any of those software tools require programming?

Mr. Stump: Some do, I would rather stay away from those is my preference.

Mr. Hoewing: We use Survey Monkey for example and it actually has a pretty good graphic tool built into it and it does a pretty good job of generating results so it is not too hard to cut it any way you want to.

Mr. Bachman: Survey Monkey?

Mr. Hoewing: Yeah.

Mr. Bachman: I use it too.

Mr. Hoewing: Again it is not scientific but it is a good tool.

Mr. Sneed: So what is the next step?

Mr. Bachman: And also the public gets familiar with it. A lot of the people in Town would have used it in their own businesses, very powerful and very cheap.

Mr. Stump: Actually that is the one with the \$50.00 price range.

Mr. Coakley: And if we purchased it we could use it for other purposes in the Town also right?

Mr. Stump: It is a time based purchase so you put your survey up and it is there for a fixed amount of time, which is not very long, I think it is 2 months is what I have stuck in my head and the basic level you are going to do 1000 respondents. How many residences are there in Town?

Mr. Yost: 1600.

Mr. Bachman: And you only pay for the time you use it, you can shut the survey down and you only pay for the 2 months or 3 months or 4 months when you are done.

Mr. Yost: Yeah you don't want it up there too long.

Mr. Stump: That is one of the things too we have to decide is how long we keep it out there and available, you don't want it out there too long then you get people --- or you get people who will start to play with it and throw garbage our way you want to try to eliminate that.

Mr. Yost: We probably want to send a postcard out to the residents to notify them that this is going on which is going to cost about \$600.00 or \$700.00 bucks.

Mr. Hoewing: Is it 92% connectivity in the Town that is pretty high.

Mr. Yost: It is really high in Poolesville.

Mr. Hoewing: Yeah almost everybody. It is very high, one of the highest in the County actually.

Mr. Stump: I'm sorry one thing I forgot to mention, how do you notify people of the survey, (inaudible) put on the web with a banner that says here go find this, you get much poorer response back, some of the studies where you actually do a mail drop off and go here in your mailbox go fill out this survey between these dates and these dates and here is a couple reasons why, much better, --- responses but also much better I will use the term accuracy.

Mr. Bachman: So you want to have Staff put together a postcard?

Mr. Yost: Yeah we can do that.

Mr. Coakley: And prior to that we have to have a product for them to respond to.

Mr. Bachman: Yeah that is great.

Mr. Stump: I will look at tools and bring us some more stuff in detail, costs and a couple of tools.

Multiple Conversations Taking Place

Mr. Yost: I'm sure you are going to want to meet again or we can have a work session, but I am sure you are going to want to meet again to discuss this and talk about other questions and you are right there is some new objectives out there absolutely.

Mr. Stump: And I haven't looked there may be a couple questions we want to drop too.

Mr. Coakley: Ok have the CEDC go over it at the next meeting.

Mr. Stump: I was just going to ask what exactly should CEDC's take away be.

Mr. Coakley: Have them look at the survey in the Master Plan that we did last time and then just ask them if they would like to add one or two key questions.

Mr. Stump: Right ok.

Mr. Bachman: But there are other groups too you are going to go to.

Mr. Hoewing: Parks Board.

Mr. Yost: I will take care of the Parks Board I will send out a, actually I will make packets up with the questions and we will send those packets out with a brief intro letter letting them know this is what we are going to do and you meet on the 26th so...

Mr. Stump: Ok do you have the questions somewhere I am not sure if they are 100% written out in this.

Mr. Yost: Yeah I think I do, I'm not sure if I have them electronic, it would be nice if I did.

Mr. Sneed: So back to the list then, citizen survey in the opening paragraph stays right.

Mr. Bachman: George suggested or somebody suggested some different wording.

Mr. Sneed: Ok not text just conceptual, so survey stays that is good. Public Hearing, we will hold a public hearing are we required to, so that is a yes right. Water and Sewer obviously...

Mr. Coakley: I want to keep my water and sewer.

Mr. Sneed: Well let's see what the survey response is. But that needs to be updated.

Mr. Yost: That would be revised yes.

Mr. Sneed: Who is doing that?

Mr. Yost: John and I will do that, I will do most of it and John will do if there is any calculations to do.

Mr. Stump: And that is basically the facts and figures right.

Mr. Coakley: What do you mean by water and sewer? Like prior to the last revision water and sewer were big issues because we were then talking about we had had a couple droughts that had some people worried about not being able to wash their cars and stuff and everything and that was a concern, do we have enough wells and that has been addressed and taken care of. Sewer was the same way that we were just getting ready to start the allocation process and stuff so that that was fresh in people's minds well gee do we have enough sewage capacity in the Town, do we want more sewage capacity because that is going to mean the Town is going to grow, we don't want the Town to grow, so there was a lot of interest both ways on that. So the way it is in the Vision Statement right now there is some mention in there in one of the paragraphs about...

Mr. Sneed: Ensuring adequate sewer and water facilities right.

Mr. Coakley: Yeah that that was one of the primary concerns of the citizens that they were telling us in the surveys and everything else that may not be the case now but we won't know that until later.

Mr. Sneed: Well we certainly would probably say we want to do everything we can to ensure adequate sewer will probably stay no matter what people would say and clean water...

Mr. Yost: Yeah to ensure that we do have enough water for the developments because that is really what some of the people say we heard it in the meeting the other night, people were saying...

Mr. Hoewing: One of the things that came up in the focus groups and I think it is actually an important part of the Vision Statement that will guide the water and sewer is that we actually shifted away from in the previous Master Plans a lot of the focus was on infrastructure it had to be because I&I projects were here and our sewer system needed to be expanded, the water system had the problems we talked about tonight, we've actually gotten to the point and fixed many of these things, I am not saying we don't focus on infrastructure it is still critical to any Town but in part what the Vision Statement ought to reflect is that we have spent a lot of time trying to work on these in the last 20 years, we have gotten to the point now where the system is in pretty good shape, we've got some issues still remaining but the focus of the Vision Statement may be a lot different than it was in the past because we are not going to have a lot more developments more than likely we are already kind of in the stages of getting those done so the Town's focus may be more maturing than it was in the past, we were in a developing mode around the infrastructure advancement mode and maybe now we are talking about more focuses on services you know things like the skatepark frankly that is part of the services, the stuff we are doing now on the playgrounds you know with the kids in the summer I think that is an example of a service I am just throwing it out because I think it is a different vision than we've had in the past.

Mr. Sneed: Yeah we are going to get to all those things when we get down the list but we have to update water and sewer so...

Mr. Stump: So what I had done on my comments was it looked like we had talked about water and sewer in general I was like get rid of this because it is not as relevant anymore and we all talked generally in the past like we will or we are going to do this, it is all in the past tense now, now it is more about just maintaining what we have got especially like we don't have to build --- program just maintaining it.

Mr. Coakley: The next thing is schools that would be the same thing that would need to be updated because in fact we have improved the schools and the Magnet Program is now here, etc., etc., so we agree that we would update the language on the schools.

Mr. Hoewing: Yeah although we have a challenge right now with the Middle School is actually to a point where it is perilously close to being too small and it's a lot of pressure to close it, there will be a lot of pressure to close it, we have already had pressure on Monocacy and we don't know how that is going to turn out so we actually had a lot of success getting a good community school system because most places don't have schools that are walk able I mean we are really lucky that way but it could start unraveling so that is an issue I think for the school system for up here

it is going to be an issue about maintaining the population at least not even the Town population but the population of the schools and how that gets done.

Mr. Bachman: I think if your children have graduated from the school system you have like 5 years and you have to move out.

Mr. Hoewing: We have to recycle. Actually right now we are doing a lot of this work it got created as a result of Monocacy School closing, I think they are doing a heck of a lot of work right now on alternatives and stuff so it may be that they can help us actually input on this and Jerry is part of that, Klobukowski.

Mr. Bachman: But you need to be I mean Link I think the school issue is hugely important, it also needs to be discussed in a way that doesn't, it is not quotable to be used for people not to move here.

Mr. Yost: One thing they did just to keep lobbying the Montgomery County School System to one of the options I think that everybody is gravitating to now is to have different guidelines or regulations for student enrollment for schools in the Agricultural Reserve and that is one of the key issues that we are adding to that.

Mr. Bachman: Ok.

Mr. Sneed: And if we take the schools over to the current Vision Statement halfway through paragraph number one where it says "and maintaining schools that have opportunities that are the equal of others in the County" can we strike that reference to equal to others in the County at this point.

Mr. Hoewing: Well we are already actually losing programs in the Middle School because it is too small a population. So I think we still want that goal...

Mr. Yost: We need to work through the language.

Mr. Hoewing: But I still think we want to try to have that as an objective.

Mr. Bachman: Wouldn't you say offer exceptional educational opportunities? Yeah you don't want to talk about trying to catch up, we've caught up, we have 3 magnets at the High School and we are ahead but the issue about drawing students, I mean the Middle School has to offer a diversity of courses to be successful.

Mr. Hoewing: This is one where the Vision Statement on this is going to be important to have so I would let the Clusters take a look at it, the school Cluster take a look at it because they will help us define this in a way that we won't step on toes accidentally.

Mr. Bachman: So who should...

Mr. Hoewing: Jerry Klobukowski is very tied into it but Sarah Defnet is the leader of it.

Mr. Yost: I will be talking to Jerry tomorrow anyway on this exact issue.

Mr. Bachman: They will be very receptive of this.

Mr. Sneed: Number 5 Town population and number 2 gets right into Master Plan, setting the prior Master Plan at 7500 and a discussion about 6500 etc., etc., etc., so what is our, does that stay relevant or is there any discussion, clearly Town population is something we want to reference in the Vision Statement but the meat of it we don't have to talk about it right now we can work that out.

Mr. Stump: Are those numbers still accurate, I was just curious on this, 7500 and 6500, they are still accurate?

Mr. Coakley: Yeah and that is why in my revision I put at the end of paragraph 2 there see the Municipal Growth Element section because all that is covered in there.

Mr. Hoewing: Yeah it actually has population growth projections as something you are supposed to have in there.

Mr. Coakley: Yep.

Mr. Sneed: Well in the foreseeable future there is a phrase that should we tie it to the life of the Master Plan.

Mr. Yost: You might be able to do it at 6500 now, we didn't know when we were going to start allocating when we wrote this.

Mr. Bachman: Yeah I was wondering do we need 6500 to remain in there?

Mr. Yost: Yeah you have to have a projection of what the build out is going to be.

Mr. Bachman: By law? So the build out we currently have in place would only bring us to 6500 ok.

Mr. Sneed: And as far as in the foreseeable future do you want to use language for this, strike that.

Mr. Stump: No I like it in the foreseeable future because it is sufficiently vague it doesn't tie us to anything but it isn't also too far out like 30 or 40 years.

Mr. Hoewing: The really big issue in the past was always that we had 7500 as the ultimate population for whenever in the 65,000 years from now but we have 6500 in the near term, that was always the debate, I don't know if it is going to raise those kinds of concerns anymore it was already to the point where the 6500 which is pretty much what we can do with the infrastructure, its going to be met.

Mr. Coakley: Let me just digress for a second, it is funny because when I first moved into Town every major build out that we have had, we've had like 2 or 3 in the last 30 years I guess, there were always dire predictions that the roads are going to be clogged, you won't be able to get out of your development, this is going to happen, that is going to happen, and everybody was saying but then we also need a little additional growth because it will help the businesses in Town and attract more business and that sort of thing and stuff, well here we are like triple the size of when I first moved here, the businesses are still struggling, there is no great log jams on the roads unless actually the biggest log jam is when you get down to Dawsonville and you get a stream of traffic coming down from West Virginia and Frederick that are coming down.

Mr. Sneed: Well there are no traffic jams in Town but to compare to 15 years ago getting around Town is a lot more cluttered than it was. I mean I used to be able to leave Poolesville at 7 and be at my office in DC in an hour and 3 years ago I had to leave 45 minutes sooner to make it to the same place from the same point and part of that time was lost right here in Town. I mean clearly 15 years ago compared to today but I agree with you there is not like a jam up right unless it's the 15 minutes when most people are leaving Town and you are at a stop sign but that..

Mr. Stump: Or you are catching the Ferry traffic.

Mr. Hoewing: I don't know if you guys got your mail tonight but the open letter from Selby's I mean we have been talking to Roy for months about this and part of it to be fair is I don't think they have been able to make a transition to what a more modern grocery store would do, on the other hand he hasn't got the cash and it is because there is just not that many people partly and partly I think it is true though that a lot of people are going down to Harris Teeter.

Mr. Sneed: What does it say I haven't seen it?

Mr. Hoewing: He is sending an open letter to Town residents saying you know we really want to be your local market but we are having financial problems and we would love to have ideas that we could...

Mr. Yost: That was good that he put that in there.

Mr. Hoewing: It was well done but it is concerning to me because frankly without that store here that really is going to hurt other businesses too, I mean people will go to Harris Teeter and go to restaurants when they are down there, they are not going to come back up here for a restaurant I mean it is not good.

Mr. Stump: That was a topic of discussion at the CEDC the last time too.

Mr. Hoewing: So I think economic development may be more something we ought to talk about at this point than we have in the past. I don't know what we say about it but it may be an important issue.

Mr. Bachman: I agree.

Mr. Sneed: We ought to tap some experts for that.

Mr. Hoewing: Yeah the CEDC should be part of it, they have got to help us, that is what their job is.

Mr. Coakley: Well actually the CEDC did pay to have a survey not a survey but a Market Study done...

Mr. Sneed: Yeah but that was more or less a Market Study what we really to maybe think about the Town should think about is expertise that does long term projections considering the 400 additional homes, you know where we get down the road relative to businesses to homes and there should be an entire study and long term projection of the taxes that the Town collects from businesses and residents and the effect of the population reaching the population base here, what revenues are going to level off here, the population base is reached, your tax residential tax plateaus and then at some point your Towns revenues are not adequate to keep the current spending up and with no businesses coming in it is going to fall back on the property owners to either increase taxes or some other thing, so we can't sit here and begin to measure the impact of that or understand it.

Mr. Yost: We --- plans and projections and we do those each year in a 5 year planning cycle to see ok we estimated new houses are going to be built and how much property taxes we will receive and then if we add an employee and services so we do it to a certain degree have a good idea as far as that goes.

Mr. Sneed: 5 years out?

Mr. Yost: I mean that is what we do now it may not be enough.

Mr. Sneed: Well ok so on Town population then obviously the 6500 number stays in, in sort of the foreseeable future is good, and so that needs to be updated a little bit because did you say we are striking the 7500 number?

Mr. Coakley: No.

Mr. Sneed: Streetscape Concept Plan and on page 2 or the top of page 3 rather has been developed and approved so there could be some updated language to that right.

Mr. Bachman: Partially implemented.

Mr. Yost: You might want to say as funds or grant monies are available.

Mr. Bachman: Developed, approved, and is being implemented, I think it just ought to be a very positive statement not measuring where.

Mr. Sneed: Being successfully implemented. Are we a heritage area?

Mr. Yost: Yes.

Mr. Sneed: What does that mean?

Mr. Yost: Heritage areas means that it is actually the commercial and CBD going up Elgin Road and we have target investment zones for people that want to apply for grants or tax credits against restoring properties in those areas, businesses as well as residences.

Mr. Sneed: Does it need to be in here?

Mr. Yost: It does because us including it into the Master Plan allows the program to exist in Montgomery County, there were three Master Plans that had to include it for them to create a program in Montgomery County, we are one of the jurisdictions.

Mr. Sneed: You see it on this page?

Mr. Yost: Well no it is not a requirement that was just...

Mr. Sneed: Ok I can't find it on page 3 I think it is on page 3 or somewhere.

Mr. Bachman: What?

Mr. Sneed: Reference to Heritage areas.

Mr. Bachman: Number 5.

Mr. Hoewing: Poolesville has adopted and should maintain designation of the Heritage Area.

Mr. Yost: There is a better explanation of it in the --- area.

Mr. Sneed: Ok so that stays and does not need to be updated. It is good as it is?

Mr. Yost: Yeah nothing has changed as far as that goes.

Mr. Sneed: Planned pedestrian system same as the streetscape being implemented right?

Mr. Bachman: And where is that?

Mr. Sneed: Paragraph 6, line 4. Impact fee schedule?

Mr. Coakley: That will be included in there we normally put the rationale and the...

Mr. Yost: Yeah it goes in a couple areas actually, one thing if it goes we have to prove that we are paying for the improvements that are necessary for the new residents. You are saying here on number 7?

Mr. Sneed: Yeah.

Mr. Hoewing: Yeah this is still true.

Mr. Sneed: And then Wellhead Protection Program, which is paragraph 8.

Mr. Stump: It should stay but it should get made into the present tense because in general throughout, back then we didn't have it, now we have it.

Mr. Sneed: And you already did that George?

Mr. Coakley: Well I made...

Mr. Hoewing: That is a theme you are going to find throughout the document where we talk about wellhead protection as a "to be" we didn't have the plan then at the time we wrote this one, so we could say we worked on since the last Master Plan and now have implemented a Wellhead Protection Plan, that is a pretty important element.

Mr. Sneed: So that gives me a better sense of what our status is, now is that working for you guys, can I go to the next page or...

Mr. Coakley: Sure.

Mr. Bachman: No I think in light of what Link said and everybody read Mr. Selby's letter, the Vision Statement maybe I missed this, needs to make a stronger statement about...

Mr. Sneed: Economic...

Mr. Bachman: Well it is a balance, I think it ought to talk about we have and we want to maintain a diversity of businesses to meet most of the needs of local residents and we want to undertake and address an economic development, whatever it is but you know what I mean it is one of the things we already have a mixture of businesses and we want to have a program in place to sustain that and to enhance it, we are not going to hit the panic button on this but that Selby's memo the irony is a couple weeks ago someone told me that there was an online internet rumor that Selby's was, a Facebook rumor that Selby's was closing in a week on like this day and I thought whoa and then I was told no it is a myth, great, this letter was more alarming to me than the Facebook myth you know...

Mr. Hoewing: They are obviously in a straight because to do this kind of thing is really putting his fate in the hands of the public to some extent.

Mr. Sneed: Well on page 4 then Bob that was a list of things that we should consider adding to the Mission Statement so we could add it to stronger or some economic development objective on page 4 Master Plan...

Mr. Stump: We have got 8 major paragraphs in here that each state or have a major theme, one or two of them have multiple things so I would recommend kicking that back to the CEDC, well I recommend that there needs to be a ninth major paragraph in here somewhere, I don't care about the ordering, and kick it back...

Mr. Bachman: And the topic of that is?

Mr. Stump: Local businesses, something about viability of business in Town and also encouraging, there is some critical businesses that we need to have and if you have 5 restaurants and no grocery store and no gas station that is nice you got some business but the rest of the Town is going to be peril so that is the kind of theme that I would like to take back to the CEDC and have them mull it, combination of viable, keeping existing businesses but also encouraging critical businesses to...

Mr. Bachman: Could you ask suggest to them they try to draft a paragraph that is consistent with the general direction of the previous...

Mr. Stump: That is what I was kind of going for.

Mr. Yost: It could even be bigger than just helping the businesses right there, it could have been several ways to do it, one would be to encourage an employee based business maybe to come to Town through some of the new commercial development places that way if you have lets say 100 employee based State Farm whatever processing center that is going to give money to the businesses during the day when they leave Town it is going to help the businesses, restaurants, everything when they leave Town.

Mr. Sneed: We could spend an entire session if not a work session separate from this meeting to an economic development discussion.

Mr. Coakley: Well let me say this the CEDC has had several meetings including dealing with the County Economic Development Committee to try to find out is there a way to get an insurance company, some white collared business or something to come out and open up a call center, a whatever center, processing

center or something that has 50 employees or 100 employees to try to hire local people as well as when they are here during the day they will be shopping, picking up things whether it is at Selby's or getting lunch at McDonalds or anywhere else or something but every place wants businesses like that and it is not easy.

Mr. Sneed: But the Town should have a much stronger I mean aside from what the CEDC does and it is all good stuff, but I think the Town should maybe take a greater leadership role in this, we are already working with them and they are doing great things like you just mentioned but I'm thinking the Vision Statement or the Master Plan ought to really put the Town out front in a way that maybe we haven't been in the past to get there is collaboration going on at some level and it is all good, should the Master Plan come out put the Town in a greater more of a leadership role and raising the level, raising the bar with respect to this.

Mr. Stump: What I am proposing is the CEDC takes the first crack at drafting and proposing that.

Mr. Hoewing: It is important to have something like that. And the other thing is aside from the CEDC the reason that we did this in part is because several of the Commissioners had been working with them behind the scenes and we have been trying to see if we can do some things economically, can we do something with taxes and it really isn't economic I mean in that sense its not his cost of the taxes, it is nothing we are doing, it really is the Market --- here and frankly I think he knows this, they don't have the training, I mean he is an old grocery store man he doesn't, you go to Harris Teeter I guarantee you the managers there have been trained in a lot of these things they know how to run an expert bakery, so he knows he's got those challenges and he is trying to figure out some ways, one idea for example he has already talked to us about is maybe he closes the store for a couple months, just so he can reconfigure it, so they would actually focus on 3 or 4 things they could do really well, they got a good meat department but it used to be great, maybe they focus on a great meat department, a great vegetable department that has the kind of choices you have at Harris Teeter and don't try to do everything else a grocery store does just add basics that you need, I don't know, so he is thinking about it and that is one of the things he is trying to do here number one tell people I would like your support more than I am getting because he is not getting a lot of support and second do you have ideas. And then the other thing we have been doing is trying to come up with ways to see if we can get the kind of infrastructure we need to attract like the high capacity lines and our company is looking at it now but what happens is basically you can make that development at the other end of Town attractive because it has got a bunch of open offices and it would be a great place for people to go to do this kind of thing you are talking about. So we are doing some of those things, when you look at it though what the Town can do is fairly limited because we don't really tax that much, our permitting process is not onerous, most of the things are County requirements, and State requirements not things we do but this kind of statement is good, anything you can do that is welcoming is good that shows the Committee is behind you, those are all important and then these kind of things, but you are right having it in here is good.

Mr. Coakley: Yeah we tried to discuss what can the Town do to make it an incentive for businesses to move here and there is very little I mean the County they are

trying to get Lockheed or whatever to move here and vying with Virginia and stuff and they basically are saying well we won't have you pay taxes for 5 years or something like that and stuff and everything. Virginia is doing the same thing.

Mr. Yost: Or waive the initial impact fee, I mean that is 20 or \$30,000.00 easily.

Mr. Coakley: But there is very little the Town can do to hold a big carrot out to have State Farm or somebody like that.

Mr. Bachman: Well the issue is not really attraction it is retention and that is what we are looking at right now and that is a different kind of a problem that you ought to address. I was in a meeting with Steve Silverman who is the Director of the Montgomery County Department of Economic Development.

Mr. Yost: Yeah he came and visited us.

Mr. Bachman: And he said that they are going out and trying to meet with and talk to every business in the County, they have a couple big businesses in the County, the truth is if you have 300 employees you are a big business in Montgomery County and they are going out and saying what can we do for you, what are your needs, is anything bothering you about how we do things, any problem with permits or anything, just trying to make nice to create a sense that they are appreciated, that is not going to keep a business in necessarily keep a business in the County but it might make it easier for them not to pull away.

Mr. Sneed: What if Poolesville is what it is, what if this is it, I mean what if everyone is trying to squeeze a round peg into a square hole here with the business ideas and all this stuff and it just isn't and then what we really are is enabling a bad situation, I am not proposing that this is it but how do we know that, how do we know...

Mr. Coakley: Well that is why I tried to tone down some of the historical weekend destination type...

Mr. Sneed: It is nonsense.

Mr. Coakley: Well it is not nonsense but it is far less I think than what Link envisioned.

Mr. Sneed: I mean there are some things we can do but a destination address is just, it can be a place where you draw for specific things that we might dream up and we will continue to try and do that but...

Mr. Coakley: We could be a jump off point for day trips in the area that sort of thing.

Mr. Sneed: Maybe I don't know about that.

Mr. Bachman: I would like to throw out another area we might add to the list of objectives. We have spent a considerable amount of time considering alternative energy ordinance and part of the theme behind that was a desire to be a green community. One of the thoughts in the process of looking at all these major alternative energy systems that we looked at there was an underlying theme in many of the things that I saw, the proponents of all those systems that we have regulations addressing now said the most important thing that any community could do is to try to encourage homes to do energy audits and usually both Pepco and Allegheny Power provide our own service provider provides an incentive they will give you a kit to let you do that much cheaper than you can get it anywhere else, so one of my thoughts is to try to have the Town promote individual residential energy conservation as part of the goal of being a green community because the reality is that every home that cuts its energy use that has a big impact.

Mr. Sneed: I am adding that to page 4, adding things.

Mr. Bachman: So where are we Cal?

Mr. Sneed: Well we are at a fork in the road here we can go on, well I will give you a choice here, we can go to page 2 and 3 and 4 and do what we just did although not take quite as much time, I think there is less things to talk about or we can skip right to page 5, which you don't have yet because I brought copies with me and move right to that and make another suggestion, which would you rather do?

Mr. Bachman: Lets go ahead and finish your process.

Mr. Sneed: Thank you I appreciate it. So number 1 on page 2 last May we talked about this language of small town values and George threw out the phrase or Tom we are more of a bedroom community and maybe there is not total agreement on that but we seem, the drafters of the statement 6 or 7 years ago seems to certainly capture the small town values and small town character business on and on almost excessively and I think I said last month that I spoke to people my own family and some neighbors and I asked them what did they think that means, what does it mean, what are small town values and what is small town character and so under 7 years ago it might have meant something to the community here but whether that needs to be redefined or expanded on and say what are we really and I don't know what it means to say we have small town values. So the question is are we good with that kind of language or should we try to play around with that.

Mr. Coakley: Well almost to a person for the last 3 years working the booth at Poolesville Day and stuff and talking to people if you ask them what do they like about Poolesville small town values that type of aura is almost always number one out of their mouth, now what does it mean, it means something different to everybody, to Bob it might mean being able to leave your garage doors open for an hour because you are just running to the hardware store or something like that and not worry about things being stolen, it might be that people know you when you go into a local business and greet you by name or something like that, or that you run into your neighbors at the Post Office and it is a social event and not like you stop at a Post Office in Bethesda or something.

Mr. Sneed: So it means different things to different people but whatever it is is positive.

Mr. Hoewing: No I think those little things right there kind of --- basically knowing people well enough that you are familiar with a lot of people and...

Mr. Sneed: And I would argue that these are the characteristics of a small town but the values and character thing throw me off a little bit but I am not suggesting we change it I just put a --- there, it means we are a small town we have fewer people and people know each other and recognize each other and most businesses call you by name because we are smaller than most other places. And if I were writing this from scratch I would say we are a small town, whether I would say use values and character I might find different ways to say that but I am just putting it out there.

Mr. Bachman: I still stumble over the use of the word village in the same sentence as small town in the Vision Statement. Do maintain the small town or village characteristics, small town tells me as George said, small town everybody fills in the blanks they way they want to, village I just get stuck, I don't know really what a village is in today's context...

Mr. Hoewing: It takes a village.

Mr. Bachman: Well I know that.

Mr. Coakley: Well actually it is defined in the land use.

Mr. Stump: Quite well on page 6.

Mr. Bachman: Is it really?

Mr. Stump: Very much great definition.

Mr. Coakley: And we went ahead and incorporated most of that or some of that into the growth element when we redid it.

Mr. Bachman: I withdraw my comment. Thank you.

Mr. Sneed: All right well that is an awareness line then. Unique probably say the same thing, we are saying unique do we want is it worth expanding on. No. These are all saying the same things but lets just scoot down past to number 6 it was hope, now where the heck did I see that.

Mr. Coakley: You've got to have hope. Where in the heck is that.

Mr. Stump: Its in here somewhere I remember reading it.

Mr. Hoewing: Oh its just initiative and action items, oh you mean it is not an action statement is what you are saying.

Mr. Stump: There is a phrase in there it deals with water usage or growth or something.

Mr. Sneed: I think there was an updated item I think that we probably would agree that wherever...

Mr. Hoewing: Number 4 it is hoped that this focus in the plan will encourage continuing to make Poolesville a Washington area historic and rural excursion site.

Mr. Stump: Oh that is what you are talking about.

Mr. Sneed: What line?

Mr. Hoewing: Near the end of number 4.

Mr. Coakley: Now that might be the wording that Montgomery Heritage wanted us to keep in the Master Plan.

Mr. Hoewing: It could be you guys parched out pretty well we knew there wasn't much we could do to make this a historic town.

Mr. Yost: We got \$100,000.00 for the bandshell.

Mr. Hoewing: Yeah we got a few things but it is not enough to make it a historic town.

Mr. Bachman: I like those Civil War placards.

Mr. Sneed: How many times have you seen those Bob?

Mr. Bachman: I'm sorry?

Mr. Sneed: How many times have you gone to see them?

Mr. Bachman: I read the one there is a whole set of them at Whites Ferry, there is one down by the Cemetery on the way to the High School, there is a new one out here at the...

Mr. Hoewing: There is one at the church in Barnesville.

Mr. Sneed: I think we should have a field trip. So it is hoped that this focus in the plan will encourage continuous, we could say something --- there right.

Mr. Hoewing: Or as you pointed out do you think this is really realistic I mean that is a good question.

Mr. Coakley: I don't think we want to strengthen it any.

Mr. Hoewing: It is important to the Town's heritage but is it going to be something we can focus on at the meeting about, probably not.

Mr. Coakley: That is why my beginning statement on item 4 paragraph 4 I think that is what we need to focus on, do you have a revised copy? Poolesville's major asset is that it is a wonderful place to live and raise a family. Every effort should be used to uphold this virtue. That is the main selling point of Poolesville.

Mr. Yost: It is no doubt.

Mr. Bachman: I agree but I would if I were wordsmithing this I would start with the small town character and the small town idea first and say that contributes to it being a wonderful place to live and raise a family.

Mr. Coakley: Well we already said that up above somewhere.

Mr. Stump: Yeah but obviously we say it repeatedly actually.

Mr. Sneed: It might be organized a little differently. Walk able we all think we know what it means and we like the idea, we will try to encourage it and yet we approved 400 homes be built out in the area so people need to get in their car and drive in.

Mr. Coakley: No actually those places have big walkways and trails.

Mr. Hoewing: Right through that back --- this way right into town if they wanted to. And there is actually going to be a trail along the river...

Mr. Sneed: Well here is what I remember, I remember neighbors, I remember people coming here, not here to the Commissioners and saying don't put that walkway behind my house I don't want it and we said ok you are right we aren't going to do it.

Mr. Coakley: But we learned a lesson from that though.

Mr. Sneed: Which was?

Mr. Coakley: Build it while it is being sold.

Mr. Sneed: Are we doing that now in the two other places?

Mr. Coakley: You bet ya.

Mr. Hoewing: We are.

Mr. Sneed: All right that is excellent. So walk able you like the word walk able.

Mr. Hoewing: We are actually putting more sidewalks in now for example there is going to be a sidewalk that will go in front of the townhouses on the right hand side where that big hill is, there is no sidewalk on that side of the road and that is a main drag, well that is a way to walk and we are going to have that built pretty soon.

Mr. Sneed: So we will continue to do it piece by piece. I will just skip over to page 3, remove things, did we say we don't like the destination word for instance do we want to revise that or leave it in.

Mr. Hoewing: I think you made a good point it is probably never going to take, so we should probably look at that.

Mr. Coakley: Yeah my version I think I took that out.

Mr. Hoewing: Having it as a central you know describing it as part of our heritage is great but in terms of being a destination we can't do much there I don't think.

Mr. Sneed: When we say preserve green space...

Mr. Bachman: Back up because we replaced destination with sightseeing hub and I think we ought to just stop at day trip.

Mr. Yost: That is true.

Mr. Coakley: That is fine.

Mr. Sneed: Where is that Bob?

Mr. Coakley: Paragraph 4 this plan provides support for initiatives...

Mr. Sneed: I got it. Yeah I agree with that. Ok preserve green space I have in parenthesis aren't we bound by certain requirements, don't we site plan etc., don't we do what the County tells us to do.

Mr. Yost: We have our own subdivision regs.

Mr. Sneed: So should we say we follow the regs or some language to that effect or not necessary to say it that way.

Mr. Bachman: We could expand on them.

Mr. Strong: Poolesville is they encourage the expansion of green areas.

Mr. Bachman: Shouldn't 6 say the Towns park system will be improved and expanded consistent because we have already done a lot of things haven't we since the last Master Plan? And even the idea it is important to preserve, we are preserving, I mean I really think we need to be more proactive there really has been great response to some of these ideas.

Mr. Yost: I thought this was targeted and we knew these new developments were coming at some point and we wanted the parks to be built.

Mr. Hoewing: That is right.

Mr. Bachman: Do you consider Whalen Commons to be a preserved preservation of...

Mr. Hoewing: Yeah.

Mr. Bachman: So we don't need a Master Plan we did everything.

Mr. Sneed: So in expanding on this we could say we could insert language that says to comply with regulation or something of that nature right?

Mr. Coakley: I am not sure you want that in the Vision Statement.

Mr. Sneed: Well it is going to be expanded on later in the...

Mr. Coakley: Well that is fine later on but I think the Vision Statement you don't want to say well we are doing this to comply with...

Mr. Sneed: Ok.

Mr. Yost: You wanted to bring it up to put it in there I think you say Poolesville has proactive Ordinances protecting green space or something like that.

Mr. Bachman: Cal you want to build the western bypass?

Mr. Sneed: Well I think George always said he it comes up from time to time and so he's made a change to reflect when it comes up, the western bypass thing, oppose it.

Mr. Coakley: No just saying the State should prohibit the construction of the periodically proposed western bypass through the Ag Reserve.

Mr. Sneed: What number is that?

Mr. Coakley: 7.

Mr. Stump: 7 last sentence.

Mr. Sneed: Right ok.

Mr. Bachman: It is off the table now.

Mr. Coakley: I haven't heard discussion about that for 2 or 3 years now. The big push for a while was over in Loudoun County when they were doing a lot of construction and everything...

Mr. Bachman: Before they went bust.

Mr. Coakley: Precisely but once money starts flowing again they will bring it up again. But eventually they are going to want to cross the river somewhere to take traffic off of 95 and that sort of thing.

Mr. Bachman: All right Calvin...

Mr. Sneed: Number 4 you already made that adjustment did you say?

Mr. Coakley: I have no idea where that is.

Mr. Hoewing: The reason we put that in there was that it was really designed to get us to do the Wellhead Protection Plan and some of the things we have got now that actually we can't do directly, we cannot go to the County and say you can't do that, but because they have them in our plan specifically we can now use those as tools to say you know we have got a Wellhead Protection Plan and the aquifer goes all the way up in this area, we can fight them I mean it doesn't stop them but it gives us tools and makes them recognize that we understand our Town although we have a boundary that is a known influence of things that affect us are around it too and we are going to take action.

Mr. Coakley: We have a political boundary but area of influence for our water supply goes beyond that and this sort of puts them on notice that we...

Mr. Hoewing: And we have actually taken actions not just a statement that we want to do, some of these things are actual tools that we can use.

Mr. Sneed: Ok page 4 that is a more lengthy discussion maybe I will choose myself to put that off until a different time. But go to page 5 and if you will I had an idea...

Mr. Coakley: I read your first comment there and I went and filled a clip in my Glock and everything because it was so eerie.

Multiple Conversations Taking Place

Mr. Sneed: There are communities all across the country that do that so it was something I threw in there but we will come back to that another time. If you look at page 5 that Master Plan Vision Statement objectives and I was telling Bob before the meeting this list of 1 through 17 is in the order that it appears in the Mission Statement right now ok so if you look at those all those things appear that way...

Mr. Bachman: In the Vision Statement?

Mr. Sneed: In the Vision Statement those things, if you were to look at 1 through 17 in the Vision Statement the first thing you would see would be provide adequate sewer and water ok so I had this idea that if you were to categorize 1 through 17 if you were to take each one and put it in a bucket so to speak, the buckets would be scattered through this list of 1 through 17, so you would have so 1, 6, 11 and 16 would be in 1 bucket and on and on and I had this idea of changing the order of things in the Vision Statement but what it would entail would be rewriting the entire thing, reorganizing the entire thing so this is the idea I had that I would propose is and I just finished this before we came over but if you look at, and so I am proposing to put an introduction paragraph in here that would take in some of the stuff that is in the Vision Statement and then list the objectives under these buckets and these names certainly could be altered but if you took environmental/natural resources it would encompass the kind of things on page 5 – 1 through 17, things like water and sewer, things like streetscape, parks, green space, etc., etc., and then you would move to something you might call public policy or something and you would have those buckets of information listed and then you would move to economic and

commercial development and throw in those types of things so to get the idea I had this idea of changing the Vision Statement, rewriting it so each bucket is self contained.

Mr. Bachman: I have a question though for Wade, I thought Wade said that there were categories that we had to discuss in the Master Plan by name is that correct and you listed them.

Mr. Yost: Yes there is.

Mr. Bachman: Are George's titles the same as the ones you...

Mr. Yost: He had some main titles but not what shall be included within those areas.

Mr. Hoewing: Yeah the Vision Statement doesn't have to include all those things.

Mr. Bachman: Ok thank you.

Mr. Hoewing: The Vision Statement can be what we want it to be.

Mr. Sneed: But what this would require is going through and reorganizing, stating the same thing, just reorganizing into these individual buckets does that appeal to anybody?

Mr. Coakley: Not particularly. I guess from a personal standpoint I can see, I think it is a good idea the way you listed it out and then going through and prioritizing it and writing, rewriting the Vision Statement in like priority order from most important through what we consider least important and doing that but I think this is probably a little too broken down, I think it is nice just having it flow a little more free flowing and stuff if this is our vision for the future.

Mr. Coakley: The reason I don't agree with that is when you relate it to the body of the Master Plan it doesn't give necessarily give readers a way to relate the Vision Statement to a particular section in the Master Plan all that easily, it doesn't seem to be organized.

Mr. Bachman: The idea of no subheadings in the Vision Statement, currently there is no subheadings and it is two pages. I went ahead and did an outline of the rest of the Master Plan not for this issue but just generally under every heading and then put the subheadings and every other section has subheadings and some of them aren't any bigger than the Vision Statement 2 ½ pages but they might have 3 or 4 or 5 subheadings. So I would recommend that we consider appropriate use of subheadings in the Vision Statement to get our points across to draw people in to the things that we think are most important here. For example the Vision Statement covers all these things but there is nothing that tells you what the vision is, this is more than a Vision Statement because then you have a list of objectives and I couldn't tell you what the vision is here for sure, do you know what the vision is?

Mr. Coakley: To maintain the small town flavor is probably the number one.

Mr. Bachman: Ok right there in the 2nd paragraph that is the vision, the Town of Poolesville prides itself on being a caring community with small town values and characters which endeavor to ensure that present you know when I read this I said that is the vision but I had to consciously go and try to decide what I thought the vision was and I think a Master Plan ought to say ok Vision and then you get this paragraph and then the next might be...

Mr. Coakley: Well it goes on to list doesn't it say it goes on to say this is the objectives and goals of the Town right.

Mr. Bachman: A number of objectives to realizing the vision and on each of those 1 through 7, I think there ought to be a title that tells you what the title of that objective is, very small short title.

Mr. Sneed: But doesn't it make sense though Bob to say our vision rather our objective is under something called environmental/natural resources our objectives are and then as far as environmental and natural resources our objective are for water and sewer this, for streetscape that or parks that and then move cleanly into a different category economic and commercial development where you do separate it and you can expand on the explanation of growth policy, the Town encourages whatever it encourages, water allocation, the business development aspect and it is cleanly contained in one sub-section of the Vision Statement, to me it might offer orderliness.

Mr. Coakley: Well the way I view it if any of you own stock you get the annual reports...

Mr. Sneed: Never read them.

Mr. Coakley: Some are interesting. You read the first several pages and that is the Vision Statement of that Corporation and there is no headings or anything like that, it is like a letter saying this is what we have done in the past year, this is where we expect the company to go either in the current year or the foreseeable future type thing and stuff, then you turn the page and get to the nitty gritty and that is where you have headings if you are looking for something specific that is where you can go through and find retail sales or commercial sales and that sort of thing, if you are looking for specific information and that is where they put the charts and the graphs and all of the really important things, the first couple pages should be very high level, not having a lot of data or anything like that but just this is the way we see the Town going, this is the way we see our Corporation going type thing, I think if you start getting too specific than it just becomes like the rest of the report and why have a Vision Statement at all, you already have you have already mentioned all this in greater detail farther back in the report.

Mr. Stump: I would like to see the Vision Statement 4 pages shrink as much as possible it is long.

Mr. Coakley: Mine is down to 3 pages.

Mr. Bachman: So you want the Vision Statement to have an executive function and I understand that.

Mr. Coakley: Yes.

Mr. Sneed: Have it be what Bob?

Mr. Bachman: It basically has an executive function and that is a legitimate way of diving into a report with an executive statement at the front.

Mr. Stump: It might be easy to try to clarify paragraph 2.

Mr. Sneed: The very first paragraph?

Mr. Coakley: How can paragraph 2 be the very first paragraph?

Mr. Stump: The one that actually crystallizes the vision because he has got a point it is a little, it doesn't just jump out at you as hey here it is...

Mr. Bachman: The Poolesville Vision is or whatever.

Mr. Stump: Clarifying that a little bit might be beneficial.

Mr. Sneed: But I thought in the last meeting or a meeting in the past at some point someone stressed the importance of the Vision Statement being something that the body of the Master Plan builds on. But as it is written it is more or less fluff so I have a hard time making that leap from three pages of information.

Mr. Stump: Most Vision Statements are fluff.

Mr. Coakley: Well not fluff it is just supposed to give you an idea that this is the direction that the Town wants to go into but then the nitty gritty of how it is going to accomplish that is done farther back in the report.

Mr. Bachman: I would point out though that we are probably bending the term Vision Statement, most organizations vision statement is one paragraph and so we really have combined a Vision Statement with a set of objectives to support that Vision.

Mr. Yost: You are right about that, that is true.

Mr. Hoewing: Although the Vision Statement definition in 66B says a statement of goals, objectives, principals, policies and standards.

Mr. Yost: Well I wrote the Vision Statement there, they don't call it a Vision Statement they just basically a statement of bam, bam, bam, I put Vision Statement.

Mr. Hoewing: Is that what they say the plan is supposed to be or that is not what they think, they think the plan is supposed to be a statement of goals and objectives or they say a statement should be.

Mr. Yost: No it just says you start out with a statement of goals and objectives, principals and policies. It really doesn't state you have to have a Vision Statement.

Mr. Hoewing: So it really is defining the Master Plan.

Mr. Bachman: The Vision Statement is your term.

Mr. Hoewing: Yes.

Mr. Stump: Guiding philosophy.

Mr. Bachman: But I still like, I don't mind us twisting the term Vision Statement as long as we realize we are combining the Vision Statement with explanatory objectives.

Mr. Yost: But it should be separated, didn't you say we should be separated from the goals and objectives, I think that is correct.

Mr. Hoewing: What you could do to get somewhat where Cal is going is to have a Vision Statement being as you said 2 or 3 paragraphs and then have specific objectives that are described further in the body of this plan for the plan and break out have another paragraph about it but sort of objectives, so you could do that too, we have to think about that but it is already 10:00.

Mr. Coakley: Don't think about it too much tonight.

Mr. Hoewing: No not right now.

Mr. Sneed: We could play around with some words for the next meeting.

Mr. Hoewing: That is a good idea.

Mr. Bachman: Well George what do you want us to do before the next meeting.

Mr. Sneed: Shut the hell up.

Mr. Coakley: I can send this electronically, feel free to play with it, do a little wordsmithing, come up with ideas.

Mr. Hoewing: So once we get the vision knocked down we have a better shot at these other things, these other pieces that are going to happen anyway.

Mr. Sneed: Very good.

Mr. Hoewing: And I guess by the next meeting too we will have a better sense of how to do the survey, we should actually get that done.

Mr. Stump: And I will make sure the CEDC next week takes a look at both the new area for the Vision Statement as well as the objectives, as well as doing the questions.

Mr. Yost: And with that we should probably think about, you and I need to talk a little bit about how long it will take to get it set up and start thinking about getting a postcard out.

Mr. Coakley: Because there is going to be a heck of a lot of work, I know that the couple surveys that we did for Poolesville Day and stuff and everything trying to actually look at that, do a good job of developing some analysis of the data that we got takes time.

Mr. Bachman: I wanted to ask you in terms of the survey for Chuck the survey that was done for the 2005 Master Plan do you still have a copy of the letter that went to the citizens asking them to participate, how we presented to them.

Mr. Yost: Yeah I am not sure how we did it but we have a whole file on it.

Mr. Bachman: Could you give that to Chuck or have it at the next meeting so we know what the preface to the survey would be?

Mr. Coakley: I don't believe we sent a letter out.

Mr. Yost: It could have been a newsletter.

Mr. Hoewing: We did a number of things we actually had it at the Library, we encouraged people to go there and pick it up, we did a lot for both.

Mr. Sneed: What do we have 600 people that can actually...

Mr. Yost: We did random calling. We tried to call everybody.

Mr. Stump: Everybody 1350 households and we got 300 responses, another 300 only answered a handful of questions, very few answered all questions.

Mr. Hoewing: And some of the questions were so low it was really questionable whether it was helpful or not. It is challenging.

Mr. Sneed: I have one last question. The population, the Town population how accurate is it and how important is it that it is accurate, what is our plus or minus on our estimate of the Town population.

Mr. Yost: Well county wide they want the population so you can get grant monies or how we would divide the political borders up and things like that. So the Town really for our water allocation there is not a whole lot of benefit to us.

Mr. Sneed: To be accurate?

Mr. Yost: That we use.

Mr. Sneed: Except for the idea that we have a target goal that we want to reach 6500 right?

Mr. Hoewing: Well the Census they do have an update every year or two years, the community survey that is done is it every 2 years?

Mr. Yost: Yeah.

Mr. Hoewing: So we have a pretty good sense.

Mr. Yost: We still use the 2000 data, which was 5167.

Mr. Sneed: I thought we took the number of houses and multiplied 3.2.

Mr. Yost: That's what we did so we added on the new houses so we are about 5250 maybe right now.

Mr. Coakley: Round it out to 5300.

Mr. Sneed: Using the formula number of houses times 3.2 that is the Census you are referring to?

Mr. Hoewing: No the community survey they actually do an update.

Mr. Sneed: Of Poolesville?

Mr. Hoewing: Actually what it is is a survey it is an update so it is not highly accurate because they are not counting people.

Mr. Coakley: The 2000 census showed 5252.

Mr. Sneed: How did that relate to the formula do we know, if we took the number of houses times 3.2 would we have come up with a similar number or what would be the variance from...

Mr. Yost: Yeah exactly right.

Mr. Sneed: No I am saying was it, did it match?

Mr. Coakley: I don't think we tested it.

Mr. Yost: Yeah we did because every year in the budget I actually add the houses on and I add 3.2 times that many houses, and add the population on and that is how we are at 5250 now.

Mr. Sneed: No I understand that part, what I am saying is the Census that Link is referring to is a real number so we are going to have that I guess within a year we will have another one, my question really is related to how accurate was our estimate using the 3.2 formula to the actual Census.

Mr. Yost: Well we didn't start doing the 3.2 until they gave us that number, we were off probably by a couple hundred.

Mr. Sneed: And that is the 2nd part of my question, does it matter if we are a few hundred off?

Mr. Coakley: Matter for what?

Mr. Sneed: For anything that we do.

Mr. Yost: It is more allocation planning for water and sewer, we use 3.2 it is 320 gallons per household.

Mr. Sneed: What if we counted every head in Town and we came up with 6000, would we be alarmed and would we change...

Mr. Coakley: We'd have to kill a few people.

Mr. Sneed: So I don't know how off we would be.

Mr. Strong: Is that where you got that after 5 years you got to go.

Mr. Sneed: But if we had a goal of 6500 for the Town and we were allocating water taps etc., etc., using a number, if we had a true number would it affect the Town's business relative to allocating taps and that type of thing.

Mr. Coakley: Well we have plenty of water and I think the Town keeps a pretty good record of how much affluent they have to treat.

Mr. Yost: Right and your allocation permit is gallons per day based on the population also so it does match up very, very close.

Mr. Coakley: If we were way off then they would be way high in how much waste they have to process at the waste treatment plant.

Mr. Stump: And MDE would probably be letting us know that fact.

Mr. Sneed: Ok thank you.

Adjournment

Mr. Coakley: Do I hear a motion to adjourn?

Mr. Stump: I move we adjourn.

Mr. Coakley: Second?

Mr. Hoewing: Second.

Mr. Coakley: All in favor?

All: Aye.