



Town of Brookeville
Agenda
Commissioners Tuesday Oct. 18, 2016
Dining Room (1st Floor), Brookeville Academy

Present: K. Farquhar, B. Bartley, S. Daley, C. McDonald, Susan Johnson, Andrea Scanlon
Residents:

AGENDA Oct. 18, 2016

7-7:20 Residents' questions and comments.

Comments from Residents are welcome in the first 20 minutes of the Commissioner meetings. Beyond that point, the Commissioners are conducting Town Business and are not able to engage in discussions with Residents. Residents are always welcome to remain for all of the meeting (exception: personnel/legal/privacy matters).

UPDATES:

- CPH Engineering: Approvals for go-aheads on:
 - Approve Regrading plan to channel drainage at N end of Water St. (Buck)
 - Discuss Academy Lawn Topo Map; plan next steps (Buck)
- Schoolhouse project, Phase 1
 - Arborist to update entire 2008 Town Tree Survey; special attn. to North St.
 - Vote on Phase 1 of Schoolhouse project: North St. pathway – design, fund, complete the work. No obligation to move forward on History element now.
 - Schoolhouse exterior repairs to proceed: Chimney cap, N. side door frame repaired, exterior cleaned.
 - Schoolhouse grading to be designed (Miche, Buck, Chris), HAWP submitted if required, and project completed.
- Academy Chairs: Sandy Heiler & Andrea Scanlon present proposed contract from best-price vendor for historically-appropriate chairs for the Dining Room.
 - Current Dining room chairs (intact ones) to be moved up to Lecture Hall
 - Lecture Hall armchairs to be sold with proceeds to Town Treasury.
- Contract with Donna Will for Teas and MoCo Schools – project has begun.

ROUTINE TOWN BUSINESS:

1. Review, correct, & VOTE to approve Sept. minutes. File Sep Closed Meeting form.
2. Budget update (Treasurer Susan Johnson: Highlights and questions only)
3. Academy update (Academy Manager Andrea Scanlon: Highlights and questions only).

TOWN OPERATIONS:

- Update on codify/organize Brookeville Ordinances since 1991. (Cate)
- New Law Oct. 1st: Town bodies publish agendas reasonably before meetings.

BYPASS:

- Next **Partnering Meeting** at SHA, Baltimore = ?
- Commissioners attending:

Town Property

- a. Academy Grounds update & next steps
 - i. Academy Metal/Shingle-Shake Roof: have bidders completed their work & are we ready to develop HAWP with Miche's input?
 - ii. Discuss and approve project to upgrade Academy Lawn suitable for the outdoor functions renters and residents seek. (Topo available)
- b. Academy Interior
 - i. Progress on Academy furnishings: Chairs update? Vote to purchase?
 - ii. Need caterer input on new fridge/microwave & other upgrades in Academy kitchen; then purchase & install.
- c. Academy Marketing:
 - i. Luca Casaretto photos – have any been done yet?
- d. Schoolhouse
 - i. Meeting needed among Buck, Chris, Miche & Josh to develop design & proposal for grading at north side of Schoolhouse

Public Works (sidewalks, streets, lights)

TOWN LIGHTS:

- Update on replacement bulbs in Town lights.

TOWN STREETS:

- North Street "Children at Play" sign – North St. Neighbors requesting mirror at the curve beyond schoolhouse and request 2nd "Children at Play" sign be placed near the Schoolhouse, before vehicles enter the downhill curve. Disagree with BPC assessment that no second sign needed.

Material for October Brookeville Times:

Next SHA Partnering Meeting is **Weds** _____
Next BPC Meeting - Tuesday Nov. 1, 7:30 PM, Academy
Next Commish Meeting - Monday, Nov. 14 7 PM Academy

BV Times: Info about Water Street drainage remediation, Schoolhouse pathway, Arborist report, Donna Will contract for Teas and MoCo groups, LEAF REMOVAL, Reminder about Dumpster, What else?

OTHER BUSINESS

"Good of the Order"

Move to Adjourn

Closed Session: Matters associated with private properties.