

**Town of Brookeville**  
**Commissioners Meeting Minutes**  
**Monday, May 14, 2018**  
**7:00pm**

**Commissioners:**

*Present:* Sue Daley, Bill Gaskill, and Jeff Johnson

*Absent:* none

*present during all or portions of the meeting:*

Town Clerk Cate McDonald, Property Manager Andrea Scanlon, Events Manager Brooke Curley. Treasurer Susan Johnson

*Town Residents:* none

*Others:* none

**Proceedings:**

*Meeting called to order at 7:30 p.m. by Commissioner Sue Daley.*

**Open forum for Town Residents:** no Town Residents were in attendance.

**ROUTINE TOWN BUSINESS:**

- **Minutes:** The April meeting minutes were approved.
- **Budget:** was reviewed
- **Election Results:** Bill Gaskill won the election for his seat.
- **LGIT renewal:** the policy was reviewed; Property Manager will advise if the content replacement cost for the Academy needs to be adjusted with the acquisition of the Windsor chairs.

**TOWN OPERATIONS:**

- **Codifying/organize Brookeville Ordinances:** Commissioner Gaskill and Town Clerk will work on an action plan to find / update the Town's ordinances
- **Photos of Town / Academy:** Events Manager arranged to have a staged wedding photo shoot of the Academy in April. Photos will be available to review soon. The photographer may come out this weekend, weather pending, to take some pictures of an event
- **Online Directory:** still a work in progress
- **Dumpster for bulk trash:** the dumpster will be arranged to be placed at the schoolhouse lot June 7-18
- **August Commissioners Meeting:** The Commissioners will take a summer break and not hold a meeting in August.
- **Town Picnic:** Sunday, September 16<sup>th</sup> was selected for the Town Picnic
- **Heritage Days:** Sandy Heiler will have the Academy and her home open both days. Sandy is currently recruiting docents.

**TOWN PROPERTY**

**Academy:**

- **Roof:** the MHT grant award has not been announced yet.
- **Lawn:** on hold
- **Microwave:** the shelf installation to hold the microwave will be next FY
- **Roadways:** the gravel on North Street is holding up well. Water Street needs some repairs, and Water Street needs to be re-graded, with no new materials added. Market St: Property Manager is working on

quotes for pothole repairs. State Senator Zucker will be contacted to see if there are any grants to help pay for the resurfacing of the roads.

- **Water St dead-end:** a proposal to shorten Water Street was discussed last meeting. There is no money to take the gravel out of Water Street, so this proposal will go no further.
- **Recycle bins:** unusable recycle bins can be placed curbside on recycle day with a sign for the recycle truck to take the old bin.

**Schoolhouse:**

- The Scouts are installing the Schoolhouse path and will come back after the fence is installed to check on the path

**Public Works:**

- **Street lights:** Dennis Bogin will come to re-light the light at the end of Water Street.

**BPC:** Commissioner Daley attended the May 1<sup>st</sup> meeting of the BPC and gave the following update: Mr. Sardelis, owner of the Inn at Brookeville and Parcel 770 (4.3 acres zoned residential within the Town's boundaries) has leased the Inn at Brookeville to another restaurant, which should open in the next few weeks. Mr. Sardelis is in preliminary consultations with the BPC to build 4 new homes within the Town of Brookeville.

**Bypass:** The advertisement is out, and bids are expected the 1<sup>st</sup> week of June. NTP has not been issued.

**Other Business:**

- \$5.700 was approved for repairs to Water and North Streets
- 309/311 Market update: DPS was contacted about demolition by neglect of a historic property. There have been complaints from area neighbors about rats on the properties. 309/311 owner was sent an official notice by MoCo Code Enforcement to clean up the properties and get rid of parked cars in the first week of May with a completion date of the first week of June. If the owner does not comply at that time, the property will be condemned, and the county will initiate car towing and property cleaning. Commissioner Johnson will follow up in early June with the Code Inspector about MoCo cleaning up the property. The properties may be sold in the June 2018 tax lien sale that MoCo holds.
- The Annual Town Meeting - Monday, May 21 at 7:00pm
- Next BPC meeting – Tuesday, June 5
- Next Commissioners Meeting – Monday, June 11.

The meeting adjourned at 8:13pm

Cate McDonald

Town Clerk