

**Town of Brookeville**  
**Commissioners Meeting Minutes**  
**Monday, January 14, 2019**  
**7:00pm**

**Commissioners:**

*Present:* Sue Daley, Bill Gaskill

*Absent:* Jeff Johnson

*Quorum present?* Yes

*present during all or portions of the meeting:*

Town Clerk Cate McDonald, Property Manager Andrea Scanlon, Treasurer Alice Allen, and Events Manager Brooke Curley

*Town Residents:* Garrett & Beth Anderson, Jennifer Roy, and Chris Haris

*Others:* none

**Proceedings:**

*Meeting called to order at 7:00 p.m. by Commissioner Sue Daley.*

**ROUTINE TOWN BUSINESS:**

- **Minutes:** The December meeting minutes were approved.
- **Budget:** The budget was reviewed.

**Open forum for Town Residents:**

- Garrett Anderson addressed the Commissioners regarding street parking and what role the Town plays in regards to parking. Mr. Anderson reviewed the Town's 1994 and 2010 Comprehensive Plans and found the Town is not in compliance with the Plan when it comes to the road width. He has measured Water Street and found it is 30 feet in diameter in some places. He asks the Commissioners if you can park a car permanently on Town property; and if so, how can you change this practice. He has concerns that the Residents of 301 Market uses the driveways on Water St as a turn-around and that 301 Market has eight cars parked on Town property blocking views and causing a safety hazard. Mr. Anderson suggested that the Town limit parking to 2 vehicles and the use of parking passes. Mr. Anderson also would like cars to be moved from Town Streets when plowing is necessary, as requested by the Town. South Street was not plowed last night/today due to cars parked on South St. Mr. Anderson states that the situation of items, such as cars and wood piles, on Town property is not getting better.
- Chris Haris requested the Towns support for his upcoming court hearing in Rockville. The Town will provide a letter stating that Mr. Haris has the proper permits (HPC and TBBP) for tree removal and also that Pepco has the proper permits for when they remove trees on his property.

**TOWN OPERATIONS:**

- **309/311:** Court date is 8:00 am, Jan. 29, 2019 Room 514 at the District Court House, Rockville
- **Semi-Annual Meeting:** Javier Arias, SHA project manager, will be attending to gave an update on the ByPass.
- **Rental Report:** Brooke Curley
  - There are a few new rentals
  - Cub Scouts are not happy with the new non-profit rate. Events Manager will work with the Cub Leader to come to an agreement.

**TOWN PROPERTY**

- **Academy:**
  - **Roof:** MHT grant workshop was attended and grant paperwork is due in March. The Town may have a better chance of a grant award with MHAA. A MHT grant requires a 50% cash match and MHAA requires a 75% grant match. The Town will have to decided in February to apply for a grant for either organization.
  - **Interior / Exterior:** no progress on window sill maintenance; humidifier has not been installed yet due to pending electrical work. The Property Manager will suggest a capital improvement plan.
- **Schoolhouse:** boulders have been installed around the lot.
- **Trees Collaborative:** Pogo will be the contractor. Residents will be given their quotes for acceptance/decline.

### **PUBLIC WORKS**

- **Plowing:** Water & North Street were plowed fine with the exception of the North St. turnaround. South St was not plowed due to cars parking on the street.

**BPC:** the BPC is working on updating the Comprehensive Plan and Parcel 770

**ByPass:** the project is moving forward.

### **Other Business:**

- LGIT's hazard evaluation survey will be reviewed.
- MoCo PD will be hosting a Community Event at the Academy Feb. 20th at 6:30pm: "Cheesecake with a Cop"

Semi-Annual Meeting: January 28, 2019

Next BPC Meeting: Feb. 5, 2019

Next Commissioners Meeting: Feb.11, 2019

The meeting adjourned at 8:51 pm

Cate McDonald

Town Clerk