

**Town of Brookeville**  
**Commissioners Meeting Minutes**  
Monday, November 13, 2017  
7:00pm

**Commissioner:**

*Present:* Buck Bartley, Sue Daley, and Jeff Johnson

*Absent:* none

*Quorum present?* Yes

*present during all or portions of the meeting:*

Town Clerk Cate McDonald, Property Manager Andrea Scanlon

*Town Residents:* Barbara Ray

*Others:* Terri Hogan, Eleanor Wainscott

**Proceedings:**

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

**Open forum for Town Residents:**

Barbara Ray attended a recent Consolidated Transportation Program (CTP) by SHA and gave Commissioner Daley a copy of the report. Barbara Ray reported the ByPass is in the report with a start date of 2018 and end date of 2020.

**ROUTINE TOWN BUSINESS:**

**Minutes:** The October Meeting minutes were approved.

**TOWN OPERATIONS:**

- The Town of Brookeville was awarded a \$2,500 grant from Heritage Montgomery for site improvements at the Schoolhouse. All 3 Commissioner agreed to accept the grant; Commissioner Daley signed the grant acceptance.
- No new information was available about the Eagle Scout project proposed at the Schoolhouse.
- The 2017 Road Improvement Report to SHA was reviewed and signed by Commissioner Bartley.
- Bagged leaf collection: only 1 household opted for bagged leaves. To save money. it was agreed to cancel the 2<sup>nd</sup> bagged leaf collection and have residents contact the Town Clerk if they have bagged leaves for disposal. This information will be in the upcoming Brookeville Times.
- Commissioners Daley and Bartley will make an appointment with the lawyer for the Town's charter, zoning, and ordinances to be reviewed.
- Photos of the Academy are still being taken
- Flag: Stefan Syski will be asked to coordinate the taking down of the Town's flags.

**TOWN PROPERTY:**

**Academy**

- MHT will be coming to the Academy this Friday to review the proposed changes to the roof and lawn. The Town can apply for a capital grant from MHT for a new roof, but the roof cannot be copper. The intent to apply for a Capital Grant must be submitted in January; the full grant application will be due in February.

- **Acoustics:** Andrea Scanlon has 3 proposals from 3 consultants that are very similar. After review and discussion, the Commissioners approved the contract with Phoenix Noise & Vibration for up to \$2,900 to analyze the acoustics in both the dining room and lecture hall.
- No new information on the refrigerator.

**Roadways:**

Quote from Serra Stone for \$10,800 to regrade North Street. Commissioner Bartley will ask CPH for feedback on the type of fill stone.

South Street residents have complained about the gully that has formed on the side of South Street. Serra Stone will be engaged at the daily rate of \$1,660 to repairs to South Street and pothole repairs on Water and North Streets.

**Schoolhouse:**

HAWP has been approved for the fence and brick patio

**Streetlights:** Town owned lights

308 Market: if the Town does not replace this light pole, LGIT states the ACV, less the Town's \$1,000 deductible, would be \$3,125.30. LGIT would attempt to recover the \$1000 deductible from the at-fault drivers' insurer. The total cost of replacement would cost \$15,347.

**Other Business:**

- The Residents at 209 Market have complained about the broken sidewalk bricks in front of their house. The Property Manager took a look and found 6 bricks in need of replacement.
- ByPass Update: the design plans are complete; there will be no new Partners Meetings.
- MML Montgomery County Chapters Legislative Dinner will be Dec. 14<sup>th</sup>. Sen. Zucker and Del. Queen will be the Town's invited guests. Commissioners Daley and Johnson will attend.
- The Semi-Annual Town Meeting is January 22, 2018. Commissioner Bartley will invite Cornelius Barner from SHA.

The meeting adjourned at 8:24pm

Cate McDonald

Town Clerk