

Town of Brookeville
Commissioners Meeting Minutes
Monday, February 11, 2019
7:00pm

Commissioners:

Present: Sue Daley, Bill Gaskill, and Jeff Johnson

Absent: none

Quorum present? Yes

present during all or portions of the meeting:

Town Clerk Cate McDonald, Events Manager Brooke Curley, and Harper Pryor, BPC Chair

Town Residents: none

Others: none

Proceedings:

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

ROUTINE TOWN BUSINESS:

- **Minutes:** The January 14 and January 28 meeting minutes were approved.
- **Budget:** The budget was emailed before the meeting for review.

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

BPC: the BPC Chair addressed the Commissioners:

- **Trees:** The Commissioners were asked to consider
 - a “tree replacement” ordinance
 - appointing volunteer members to a “tree committee” to review all matters concerning trees in Town
- **Parcel 770:** The Commissioners were given a status update of this potential sub-division
- **Accessory Apartments:** BPC Chair asked Commissioner Daley to attend the Feb. 26th MoCo meeting on Accessory Apartments, which are allowed under the Town’s zoning but currently **not** allowed in MoCo’s zoning.
- **Comprehensive Plan:** BPC Chair is meeting with Rebecca Ballo, Supervisor of the HPC Office, to further discussions regarding the Certified Local Government (CLG) grant application.
- **15 High:** BPC working on permit approval for this property and a Use & Occupancy permit.
- **Small Cell:** the BPC took no action on the aesthetic guidelines to evaluate small cell applications within Town

TOWN OPERATIONS:

- **Trees:** The Town Clerk will draft a “tree replacement” policy for the Town Commissioners review at the next Commissioners meeting
- **309/311:** The owner was given a 60-day abatement; property is subject to re-inspection on 4/1/2019
- **Semi-Annual Meeting:** Jan. 28th meeting was a success!
- **Rental Report:** Events Manager will offer the Cub Scout Leader a contract for \$40 per month rate until June 2019; after that, the Town’s non-profit rates will be in effect.

TOWN PROPERTY

Roads: Senator Zucker has requested \$100K for road repairs on behalf of the Town; the next step is for the Governor to approve or decline this request.

ByPass: the project is moving forward.

Other Business:

- **Parking Ordinance:** The Town Commissioners discussed drafting an ordinance that will limit the number of cars parked on Town property / ROW and the length of time cars may be parked. After much debate, the Commissioners will consult with the Town's attorney.
- **Election:** Town election will be May 14th; self-nomination letters need to be submitted on or before April 9, 2019.

Next BPC Meeting: March 12, 2019 – 2nd Tuesday of the month

Next Commissioners Meeting: March.11, 2019

The meeting adjourned at 8:14 pm

Cate McDonald

Town Clerk