

Town of Brookeville
Commissioners Meeting Minutes
Monday, June 10, 2019
Immediately Following the Annual Town Meeting

Commissioners:

Present: Bill Gaskill, Garrett Anderson, and Mark Davis

Absent: none

Quorum present? Yes

present during all or portions of the meeting:

Town Clerk Cate McDonald, Treasurer Alice Allen, Property Manager Andrea Scanlon

Town Residents: none

Others: Terri Hogan

Proceedings: *Meeting called to order* at 8:15 p.m.

ROUTINE TOWN BUSINESS:

- **President of the Commissioners:** Bill Gaskill was unanimously approved as the President of the Commissioners.
- **Minutes:** The May meeting minutes were approved.
- **Budget:**
 - The proposed FY '19-'20 budget that was reviewed at the Annual Town Meeting was approved. The Commissioners will sign the FY '19-'20 budget before July 1
 - The FY '18-'19 year to date budget was reviewed.
- **Academy Rental Report:** Events Manager is on leave and will be returning shortly.

TOWN OPERATIONS:

- **309/311:** "clean and lien" by MoCo are in the process.
- **Parking Sign:** no update.

TOWN PROPERTY

- **Academy**
 - **Academy Roof:** The Town was not awarded an MHT grant. MHAA grant awards should be announced in July. MHAA will require a 50/50 match for the new roof, estimated to cost \$70K - \$80K.
 - **Window Sills:** the contractor will advise when he can schedule the work
- **Schoolhouse:**
 - Eagle Scout patio project still in the planning phase; work will start this fall
 - PortaPotty enclosure construction will begin soon
 - HVAC will be installed next year
- **Trees:**
 - Two Town trees are slated to be removed by Pogo; afterward all Town trees that were removed will have their stumps grinded.
 - Tree removal & replacement permit will be reviewed by Commissioner Anderson

Infrastructure

- **North Street:** CPH Engineering came to review the grading on North Street, and the grading is working as planned. It may be the subsurface from Market Street to 13 North causing issues.

- There was a lengthy discussion about alternative surfaces for the Town's gravel roads. A tar & chip surface may not be the best options. The HPC should be contacted so they can advise a pavement type that would be acceptable in a Historic District.

BPC:

- The Town Commissioner will reach out to Resident to find a new BPC member
- No new plans regarding the potential sub-division of Parcel 770.

Bypass: the project is moving forward.

Other Business:

- Commissioner Gaskill attended the May MoCo MML Chapter meeting in Laytonsville that had relevant discussions on the following items
 - A tax on Airbnb's
 - Small Cell Tower legislation
 - Tax duplication
 - MoCo ZTA 19-01: ADU
- Flags: The Town's flags will need to be retired at the end of the season. Sandy Heiler will look for grant funding to replace the 15-star flags.

Next BPC Meeting: July 2, 2019

Next Commissioners Meeting: July 8, 2019

Town Picnic: Sunday, September 15

Holiday Party: Saturday, December 7

The meeting adjourned at 9:23pm

Cate McDonald

Town Clerk