

N O V E M B E R 2 0 1 9

# Brookeville Times



*The Town of Brookeville Cordially Invites You to the*

## ANNUAL HOLIDAY PARTY

Saturday, December 7, 2019

6:00 p.m. to 9:00 p.m.

Brookeville Academy

Baked ham, turkey, soft drinks, hot chocolate, beer, and wine will be provided by the Town.

Please bring your favorite dish to share

Children's room with babysitters, pizza and drinks.  
Please RSVP with the number of children at your earliest convenience to ensure we have enough supplies.

Please bring non-perishable food items to be donated to Olney Help. If you would like to take part, the following are items are needed at this time: canned soups, chili, fruits, and vegetables; cereal, peanut butter, and jelly.

### Trash Schedule Change Due to the Thanksgiving Holiday

There will be no trash collection on Thanksgiving Day  
Thursday, November 28, 2019

Trash will be collected on  
Monday, December 2<sup>nd</sup> and Thursday, December 5<sup>th</sup>

Recycle: there is no change in the collection schedule.  
Recycling will be collected on Wednesday.

### Mark Your Calendars

All Events held at the Academy  
(unless otherwise noted)

#### Planning Commission Meeting

Tuesday, Dec. 3, 2019

7:30 pm

#### Town Holiday Party

Saturday, December 7, 2019

6:00pm – 9:00pm

#### Commissioners Meeting

Monday, Dec. 9, 2019

7:00pm

#### Planning Commission Meeting

Tuesday, Jan. 7, 2020

7:30 pm

#### Commissioners Meeting

Monday, Jan. 13, 2020

7:00pm

#### Semi-Annual Town Meeting

Wednesday, January 22, 2020

7:00pm



## Town Flags

Our 15-star U.S. flags were lowered and folded up for the winter season. Many thanks to Buck Bartley, Duane Heiler, Garrett Anderson, and Mark Davis, who took down the flags on Saturday, October 26<sup>th</sup>.

The Town was awarded a Heritage Montgomery Mini-Grant for \$1700 to purchase new flags and tangle-free poles. The Town will be recruiting volunteers in May to unfurl out new flags. Thank you to **Sandy Heiler** for all her hard work for researching and applying for this grant

## SEMI-ANNUAL TOWN MEETING

Wednesday, January 22, 2020  
7:00pm – 9:00pm  
Brookeville Academy

The meeting agenda will be posted to the Town's website one week before the meeting.

All Residents are encouraged to attend this meeting.

## Do you need a Building Permit?

A Town of Brookeville Building Permit (TBBP) is required when a new structure is to be built, including, but not limited to, new homes, accessory buildings, decks, porches, solar panels, fences, retaining wall. This is in addition to the required Historic Area Work Permit and the Montgomery County permit.

Residents may request a preliminary consultation with the Brookeville Planning Commission (BPC) before submitting your HAWP. You will need an approved HAWP and TBBP before applying for a Montgomery County permit.

As always, please reach out to the Town Clerk with any questions or concerns, 301-570-4465 or [clerk@townofbrookevillemd.org](mailto:clerk@townofbrookevillemd.org)

The Town of Brookeville has applied for a TBBP for a fenced enclosure for an ADA-compliant portable toilet in the parking lot to the rear of the Schoolhouse. The approximate dimensions of the enclosure are 48 square feet (6' x 8'). The enclosure will have a gate that would be locked when the Schoolhouse is not in use. The BPC will review this permit application at their December 3, 2019 meeting.

## Audit Report for FY '19

The Town's Auditor – LSGW – has finalized its independent review of the Town's finances for the fiscal year ending June 30, 2019.

The Audit has been posted to the Town's website and maybe view at [https://townofbrookevillemd.org/town-government/operations\\_2/finance/](https://townofbrookevillemd.org/town-government/operations_2/finance/)

## Brookeville Academy Rentals

As a resident of the Town, you may rent the Brookeville Academy for a reduced rental rate as a benefit for Town Residents. The price is \$125 regardless of the number of rooms, hours, or day of the week. Residents (as are all renters) are required to provide a refundable security deposit in advance of the use of the Academy.

Contact Brooke Curly, Events Manager, for rates for custom rental packages at [Events@townofbrookevillemd.org](mailto:Events@townofbrookevillemd.org) or 301.570.4465

# Be Prepared: Are You Ready for a Seasonal Storm or Emergency?

## Keep These Phone Numbers Handy

### Emergency

Police/Fire/Ambulance.....9-1-1

### Non-emergency

Police.....301-279-8000

County Information and Services. ...3-1-1  
or 240-777-0311

### Utilities

PEPCO.....1-877-737-2662

WSSC-Emergencies.....301-206-4002

## Make an Emergency Kit

### Recommended Items to Include in a Basic Emergency Supply Kit:

- ✓ Water, one gallon of water per person per day for at least three days, for drinking and sanitation
- ✓ Food, at least a three-day supply of non-perishable food
- ✓ Battery-powered or hand-crank radio and extra batteries
- ✓ Flashlight and extra batteries
- ✓ First aid kit
- ✓ Whistle to signal for help
- ✓ Wrench or pliers to turn off utilities
- ✓ Non-electric can opener for food

## Contact 311 to get non-emergency County Government Information and Services

The 311 Customer Service Center is open weekdays from 7 a.m. to 7 p.m. During weather emergencies and other significant events, hours of operation are extended to provide Emergency Response Support as long as it is needed. You can contact us by phone (311 or 240-777-0311) or on the website [www.mc311.com](http://www.mc311.com).



**Saturday, December 7, 2019**

**10:00 AM to 2:00 PM**

**Salem United Methodist Church**

Theme Baskets, Bake Table, Unique Treasures/Book Nook,

Children's Craft-making, Lunch on-site/take-away

Take Your Own Pic with Saint Nick

11:30 AM to 1:00 PM

[www.salemunitedmethodist.org](http://www.salemunitedmethodist.org)

301-774-7772

Town of Brookeville  
5 High Street  
Brookeville, MD 20833  
www.townofbrookevillemd.org  
Phone: 301-570-4465 Fax: 301-570-0355

**Town Commissioners:** [commissioners@townofbrookevillemd.org](mailto:commissioners@townofbrookevillemd.org)

Bill Gaskill (2020), President 202.257.0232.  
Garrett Anderson (2021) 301-706-9506  
Mark Davis (2021) 202.355.3744

**Brookeville Planning Commission:** [planning.commission@townofbrookevillemd.org](mailto:planning.commission@townofbrookevillemd.org)

|                            |  |                      |  |
|----------------------------|--|----------------------|--|
| Miche Booz (2021)          |  |                      |  |
| Margaret Kay (2021)        |  | Chris Scanlon (2021) |  |
| Harper Pryor, Chair (2020) |  | Stefan Syski (2019)  |  |

**Brookeville Board of Elections Supervisors:**

Marti Andress (2020), Chair  
Carmen Harding (2020)  
Barbara Ray (2019)

**Town Staff:**

**Town Clerk:** [clerk@townofbrookevillemd.org](mailto:clerk@townofbrookevillemd.org)  
Cate McDonald

**Treasurer:** [treasurer@townofbrookevillemd.org](mailto:treasurer@townofbrookevillemd.org)  
Alice Allen

**Town Property Manager:** [property@townofbrookevillemd.org](mailto:property@townofbrookevillemd.org)  
Andrea Scanlon

**Events / Marketing Manager:** [events@townofbrookevillemd.org](mailto:events@townofbrookevillemd.org)  
Brooke Curley

All public Commissioner and Planning Commission agendas are posted on the Town's website at least 24 hours before each meeting.

Please note that agendas are subject to change until the time of convening.

Meeting minutes for Open Meetings are posted on the Town's website after adoption and as soon as practicable.