

Town of Brookeville
Commissioners Meeting Minutes
Wednesday, February 10, 2020
7:00pm

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, Property Manager Andrea Scanlon, Events Manager Brooke Curley

Town Residents: none

Others: none

Proceedings: *Meeting called to order at 7:00 pm.*

ROUTINE TOWN BUSINESS:

- **Minutes:** The January and Semi-Annual meeting minutes were approved.
- **Budget:**
 - the budget report was reviewed.
 - Treasurer will review CD rates, and the Commissioners will consider the option to move reserve funds into CD's
 - Treasurer will contact Jim Peck, MML, to discuss the status of municipal tax duplication payments
- **BPC:** The next meeting is on February 11. Commissioners Gaskill and Davis would like to hold a joint work session with BPC to review the Comprehensive Plan
- **Rental Report:**
 - Academy rentals not impacted by water damage mitigation work.

TOWN OPERATIONS:

- **Parking Sign:** no update
- **Adoption of MoCo Codes:** ongoing project
- **US Bicycle Route 1:** draft Resolution was reviewed and signed.
- **Election:**
 - Town election will be May 12 self-nomination letters need to be submitted on or before April 13, 2020
 - Marti Andress will supervise the Election; Commissioners appointed Jeff Johnson and Iris Stratton to the Election Committee.

TOWN PROPERTY

Academy

- **Window Sills:** sills on the historic portion of the building are complete. Sills on the non-historic part of the building will be done at a later date and the Town will try to find a grant to cover the cost.
- **Dehumidifier:** work is complete
- **Mitigation for water damage:**
 - Fire alarm will need a new permit
 - Estimates are being sought for drywall repair, painting, and flooring

Schoolhouse:

- HVAC installation quotes are being sought.
- Fence permit has been submitted to MoCo

Infrastructure:

Town Road:

- No road work planned at this time
- Paving of gravel roads:
 - Pricing for asphalt will be sought
 - The Commissioners will contact the HPC about a preliminary consultation for the paving of the gravel roads with asphalt/tar and chip.
 - Feedback from Town Residents will be sought before any work is performed.
 - Commissioners will review the work performed by CPH

Other Business:

- A bluebird house will be purchased in memory of Susan Bartley.

Next Meetings

- BPC Meeting: Tuesday, February 11, 2020
- Commissioners Meeting: Monday, March 9, 2020, 2020

The meeting adjourned at 8:14 pm

Cate McDonald

Town Clerk