

Town of Brookeville
Commissioners Meeting Minutes
Monday, October 12, 2020
7:00 pm via Zoom

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: Carmen & Wayne Harding

Others: none

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

ROUTINE TOWN BUSINESS:

- **Minutes:** The September 14, 2020, meeting minutes were approved.
- **Budget:**
 - The budget report was reviewed
 - FY'20 audit is complete; Treasurer is reviewing the audit.
- **Rental report:**
 - A new cleaner will be contracted at a savings of \$30 per cleaning. The cleaning company has training for COVID-19
 - Chabad of Olney has two upcoming events
 - Rental requests are increasing
 - Once a porta potty is added to the Schoolhouse lot, the Schoolhouse will be available for rentals.
- **Silo Falls:** Carmen & Wayne Harding sent a letter to the Commissioners outlining their concerns about the noise disturbance (loud, amplified nightly music) at the Silo Falls and the overflow of parking onto the grass. There was a discussion about decibel levels (per MoCo 65 dBA from the property line during the day and 55 dBA after 9 pm). Parking on the grass is prohibited in MoCo. Since the Silo Falls is outside of the Town's boundaries, the Commissioners will talk to the owner about the noise, which can be heard around the Town and parking on unpaved surfaces.
- **BPC update:** the BPC is working on the RFP for a streetscape designed; the goal is to hire a designer by April 2021. Commissioner Gaskill will develop a timeline to keep the overall project (RFP and Order of Rough Magnitude) on track
- **Town Permits for Approval:**
 - 104 Water St: change of roofing materials, solar panel installations, and fence installation – approved (Commissioner Anderson recuse)

TOWN OPERATIONS:

Old Business

- **Adoption of MoCo Codes:** ongoing project
- **Clean-up of the Town's right-of-way areas:**
 - the area on Water St. has been cleaned up. After the dumpster is moved, grass seed will be thrown to make green space.

- Hill in front of 205 Market: Property Manager trying to hire someone to weed this area. Most of the day lily have died; native plants will be assessed to help control the weeds.

New Business

- **Snow removal contract**
 - The contract with Greenstone was approved.
 - If the Town side streets surface is changed, snow removal methods will be discussed at that time.
- **Halloween:** Commissioners will let each family and household decide about Trick-or-Treating
- **ByPass:** Javier Arias will be invited to the next Commissioners meeting to give an update on the Brookeville ByPass.

TOWN PROPERTY

Schoolhouse

- **Status of work:** work is being finalized.

Academy

- **Interior work:** interior work is complete; the building is ready for rentals.
- **Roof replacement:** the 3 bids received were reviewed and discussed
 - Commissioners approved the Hardin Roofing & Exteriors bid at \$65,800. Hardin Roofing was the lowest bidder with good references

Infrastructure: (sidewalks, streets, lights)

- **Resurfacing of streets:** order of magnitude
 - Bids are out and slowly coming in for review.
 - Romano total bid for all the work is \$713,955.00
 - Strategies for resurfacing the roads (phased approach vs. all at once) and ways to pay were discussed. There is no way to determine the amount of traffic Market St will carry post ByPass.
 - The Commissioners will research ways to get more money (low-cost loans, asking the State for money, etc.) for road work without draining the Town's reserve.
- Serra Stone will be asked to come for a ½ day for pothole repair.

Next Meetings

- BPC Meeting: Tuesday, November 10, 2020, via Zoom **2nd Tuesday due to Election Day
- Commissioners Meeting: Monday, November 9, 2020, via Zoom.

The meeting adjourned at 8:45 pm

Cate McDonald

Town Clerk