

**Town of Brookeville**  
**Commissioners Meeting Minutes**  
**Monday, November 9, 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:* Chris Scanlon

*Others:* Javier Arias, MDOT SHA Project Engineer; Christopher Bishop, SHA District 3 Community Liaison

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

**ByPass Update**

- Javier Arias provided an update on the ByPass Project
  - The project is 40% complete
  - The completion date is estimated to be late August – mid-September, weather dependent
  - All stakeholder approvals in place

**ROUTINE TOWN BUSINESS:**

- **Minutes:** The October meeting minutes were approved.
- **Budget:**
  - The budget report was reviewed
  - FY'20 audit is complete, and a copy has been added to the Town's website. The Client Rep letter will be signed and sent to the Auditor.
- **Rental report:**
  - Chabad of Olney had a successful, socially distant event.
  - No new rental requests
- **BPC update:** no update; next BPC meeting is November 10

**TOWN OPERATIONS:**

**Old Business**

- **Adoption of MoCo Codes:** ongoing project
- **Silo Falls:**
  - The Commissioners talked with Hans Olson, Silo Fall's GM, regarding the noise from outdoor events at Silo Falls; there has been no change in the noise levels emanating from Silo Falls
  - The Commissioners have received more complaints about noise originating from Silo Falls
  - Action items: Commissioners seek advice from the Town's lawyer; a follow-up letter will be sent to the Town's complainants.

**New Business**

- **Flags:** Commissioners Anderson and Davis will lower the Town's flags on November 15 for winter storage.

## **TOWN PROPERTY**

### **Academy**

- **Interior work:** interior work is complete
- **Roof replacement:**
  - Work will start in the Spring
  - The roofing color needs to be decided between green, red, or black

### **Schoolhouse**

- All work covered under the grant has been complete, and Sandy Heiler is submitting the final paperwork to MHAA

### **Infrastructure: (sidewalks, streets, lights)**

- The Town has been awarded a Heritage Montgomery \$700 mini-grant for “Interpretive Sign Replacement Project” submitted by Sandy Heiler,
- **Streetlights**
  - The pole in front of 205 Market has an issue the Pepco repaired
  - The electrician will be back to finalize the lighting repairs
- **Resurfacing of streets:** order of magnitude
  - The town staff has requested multiple bids and to date have received two. Once additional bids are received and evaluated for applicability, details will be communicated.
  - Next steps:
    - Review any bids that are received
    - Need design plans from BPC
    - Engage a civil engineering firm for buildable plans
  - Next Steps: Commissioner Gaskill
    - Work with BPC to develop a timeline
    - Explore funding options: estimated cost for roadwork is \$7K - \$8K

### **Next Meetings**

- BPC Meeting: Tuesday, December 1, 2020, via Zoom
- Commissioners Meeting: Monday, December 14, 2020, via Zoom.

The meeting adjourned at 8:59 pm

Cate McDonald

Town Clerk