

Brookeville Times



State of the Town

A Summary of the Semi-Annual Town Meeting

Town Residents joined the Town Commissioners and Staff via Zoom on February 9, 2021, to hear an update on the Town.

BPC update:

- **Comprehensive Plan:** the BPC is in the process of reviewing RFP from 3 design firms for the redesign of East Market Street. The design plans will address calming traffic measures, suggested improvements at High St./Market St. intersection, and proposed pedestrian circulation (sidewalks and walking paths). The update to the Comprehensive Plan's Transportation section will also include Town-wide streetscapes and walkability improvements. Feedback on the design plans will be sought at a public meeting at a yet to be determined date.
- **Parcel 770:** The BPC worked on the potential sub-division process for the 4.3 acres of land adjacent to the cemetery.

ByPass:

The project is currently 41 percent complete, and the current estimated completion date is late August to mid-September of 2021. (weather and progress permitting).

Rental Update:

Due to COVID-19 directives from Montgomery County, there have been no Academy rentals since the pandemic started. Events Manager, Brooke Curley, remains in contact with any interested renters. The Academy will be ready for rentals once it safe to reopen.

Town Property

- **Academy Roof:** a new metal roof will be installed in Spring. The Town was awarded a grant of up to \$35,000 from the MHAA grant program to replace the roof on the Brookeville Academy. The grant will require a 50% match from the Town, with funds being drawn from the Reserve Fund.
- **Schoolhouse:** All work has been completed at the Schoolhouse. A workday to clean up the Schoolhouse lot will be organized.
- **Sign Replacement:** a grant was awarded for the new interpretive sign that will be erected around Town this Spring.

Mark Your Calendars

All Events held at the Academy
(unless otherwise noted)

Planning Commission Meeting

Tuesday, March 2, 2021
7:30 pm

Commissioners Meeting

Monday, March 15, 2021
7:00pm

** please note**

The Commissioners will meet on the 3rd Monday in March

Planning Commission Meeting

Tuesday, April 6, 2021
7:30 pm

Commissioners Meeting

Monday, April 12, 2021
7:00pm

All Town meetings are held via Zoom. If you would like to attend a public meeting, please send an email to clerk@townofbrookevillemd.org for login credentials

Meeting updates will be communicated via email and posted to the Town's website

Town Maintained Roads

- The Town Commissioners are reviewing funding sources to bring the public roadways to a state of good repair. Commissioner Gaskill has been working with Senator Craig Zucker, and the District 14 team to allocate additional State grant money for the Town maintained roads.
- The BPC is in the process of updating the streetscape of east Market Street that the Town maintains. Once the BPC finalizes the streetscape of east Market Street, an engineering firm will be sought for buildable plans.

State of the Budget

Presented at the Semi-Annual Town Meeting on February 9, 2021

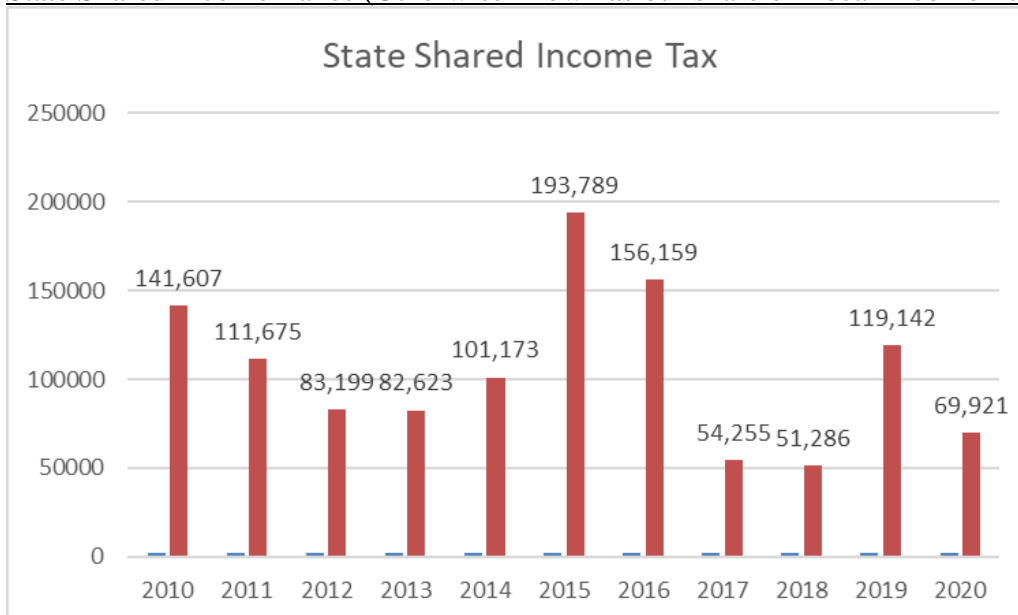
Below is the YTD Actual Versus Budget Summary

Town of Brookeville					
Budget vs. Actuals					
July 2020 - June 2021					
	Six Months	Annual	Annual	Favorable	
	Ending 12/31/20	2021	2021	(Unfavorable)	% of Budget
	Actual	Budget	Forecast		
Operating Revenue	93,877	128,993	130,000	91,856	72.78%
Operating Expenses	55,528	134,648	134,648	50,528	41.24%
Operating Income	38,349	(5,655)	(4,648)	36,349	
Capital Expenditures		(352,500)	0		
Net Income	38,349	(358,155)	(4,648)	(36,651)	

Notes:

- YTD Revenue is 72% of the Annual Budget. Annual Revenue Forecast slightly above Budget due to the net effect of no Rental income and slightly increased Local Income Tax.
- YTD Expenses are 41% of Annual Expenses Budget due to invoice timing and cash basis accounting. In addition, we have not made any capital expenditures. Budgeted Cap Ex not spent includes Academy Roof for \$51k, School House 1.5k, and Roads Project for \$300k = Total \$352.5k

State Shared Income Taxes (Otherwise known as our share of Local Income Taxes)

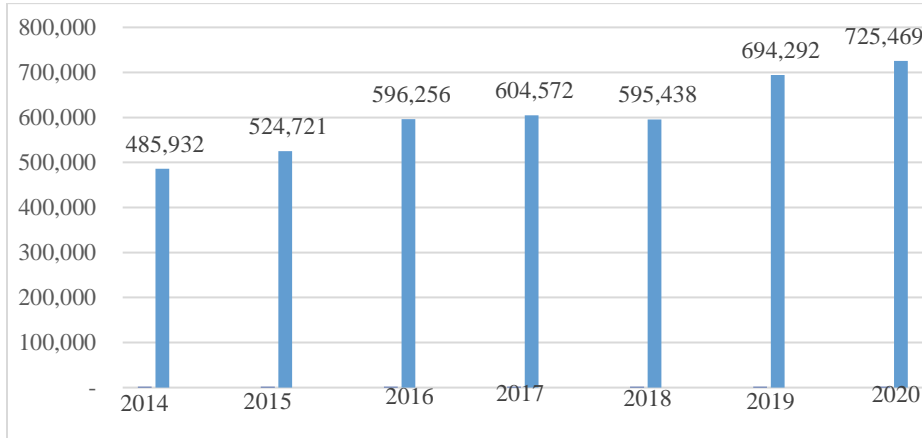


FY' 20 Budget for State Shared Income Tax is \$60k.

Town of Brookeville Governmental Funds

- The focus of the Town of Brookeville governmental funds is to provide information on near term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town of Brookeville financing requirements. Unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. .

Governmental Funds Trend Analysis (Audited)



Town Election

There will be an election on Tuesday, May 11, 2021, for two Town Commissioner who will serve a two-year term beginning in June 2021. The seats are currently held by Garrett Anderson and Mark Davis.

The Town is Seeking Nominations for Town Commissioner

The Town is now seeking self-nominations for the position of Town Commissioner. If you are interested in running for this position, please send a letter stating your interest in candidacy to:

Town of Brookeville
Attn: Supervisor of Elections
5 High Street
Brookeville, MD 20833

All Self – Nominations must be received on or before Tuesday, April 13, 2021

Need an Absentee Ballot?

How can I vote Absentee?

You must request an Absentee Application no later than April 23, 2021.

An informal written request for an absentee ballot may be submitted to the Supervisor of Elections, and it must contain the following information:

1. Voter's name
2. Residence address
3. Address to which the ballot is to be mailed, if different from the residence address
4. Voter's Signature

Historic Preservation Tax Credit

Montgomery Planning staff will hold a virtual Open House to explain the tax credit programs for home improvements and answer residents' questions about the Historic Preservation Tax Credit Program.

Historic Preservation Tax Credit Open House
Thursday, March 4 from 7 to 8:30 p.m.

The meeting will be hosted via Microsoft Teams Live and details on how to join will be made available prior to the start of the meeting. [RSVPs are required to attend](#)

For more information about filing a tax credit application, please contact Michael Kyne, Planner Coordinator of the Historic Preservation Office at the Montgomery County Planning Department (telephone: 301-563-3403); email: Michael.Kyne@montgomeryplanning.org.

NEED A RECYCLE BIN?

The Town of Brookeville has a supply of 18-gallon Recycling bin for "comingled" curbside recycling pickup available for Town Residents.

If you need a new Recycle Bin, please contact Cate McDonald, Town Clerk at 301.570.4465 or clerk@townofbrookevillemd.org



What goes in your "comingled" curbside recycle bin?

- ✓ Aluminum foil product
- ✓ cans - aluminum, steel, bi-metal
- ✓ Glass bottles and jars
- ✓ Plastic bottles, containers, lids

We want to remind residents NOT to put in their recycling bin/cart are:

- × Plastic Bags, Plastic Film or Shrink Wrap (can be recycled at many local grocery stores)
- × Hazardous or Toxic Product Containers (such as containers for herbicides, pesticides, insecticides and automotive fluids)
- × Electronics (including computers, keyboards, TV's, etc.)
- × Styrofoam® or Polystyrene (packing peanuts or foam blocks used to protect items in shipments, or other items marked #6 PS)
- × Home Health Care/Medical Supplies (including needles/syringes, plastic intravenous (IV) fluid bags, plastic respirator and medical equipment tubing, CPAP masks, gloves, etc.)



Welcome to the Town of Brookeville Isla!

Isla was born on January 27, 2021, and joins her big sister, Hannah, and proud parents, Garrett and Beth Anderson.

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

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

Buck Bartley	(2023)		
Miche Booz	(2021)	Chris Scanlon	(2021)
Margaret Kay	(2022)	Allison Moffett	(2022)

Brookeville Board of Elections Supervisors:

Marti Andress (2023), Chair
Iris Stratton (2022)
Jeff Johnson (2022)

Town Staff:

Town Clerk: clerk@townofbrookevillemd.org
Cate McDonald

Treasurer: treasurer@townofbrookevillemd.org
Alice Allen

Town Property Manager: property@townofbrookevillemd.org
Andrea Scanlon

Events / Marketing Manager: 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.