

Town of Brookeville
Commissioners Meeting Minutes
Monday, February 8, 2021
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, Events Manager Brooke Curley

Town Residents: none

Others: none

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

ROUTINE TOWN BUSINESS:

- **Minutes:** The January meeting minutes were approved.
- **Budget:**
 - The budget report was reviewed
 - A financial report for the period July 1, 2020 – Dec. 31, 2020 will be prepared to share at the Semi-Annual meeting.
 - The Capital Expense details were discussed. The \$352K in CapEx is for road improvements, Academy roof, and the Schoolhouse
- **Rental report:** no rentals due to COVID-19 restrictions; there are several rental requests but at this time it is unknown when rental can begin.
- **BPC update:**
 - 3 firms submitted proposal for the update to the Transportation, Pedestrian Networks, and Streetscaping Elements of the Town of Brookeville's Comprehensive Plan was discussed. The BPC will hold Zoom interview with each firm. The BPC hopes to make a formal announcement of the contract award at their March 2 meeting.
 - NRI / FSD application review is still in progress for Parcel 770.
- **Commissioner's Action Item List:** Reviewed and discussed
 - Silo Falls noise complaint: restaurant is currently closed. The Commissioners will contact the Town's lawyer to review options.
- **Grants:**
 - 19-261 Market St. Improvement Grant: BPW January 6, 2021 meeting approved the Market St. Improvement grant; the Town needs to receive the signed paperwork.
 - Commissioner Gaskill has asked Senator Zucker for more State grant money for Town roads. The Town will look at other funding sources: DOT grants, low-cost financing, Bonds, and the Town's reserve.
- **ByPass Dedication:** the Commissioners will table this request for now.

New Business:

- **Agenda for the Semi-Annual Meeting** was finalized:
 - BPC update

- ByPass Update
- FY' 21 Budget update
- Rental Update
 - Town Infrastructure
 - Schoolhouse
 - Town maintained roads
- Town Election: May 11, 2021 for 2 Commissioner seats. Notice of the Town election procedure will be in the Brookeville Times.

TOWN PROPERTY

- **Academy Roof replacement:** no update
- **Schoolhouse:** no new work scheduled
- **Road Maintenance:** pothole repair will be scheduled for the Spring. Currently, there is gravel stored at the schoolhouse to fill in any holes on the gravel roads.
- **Resurfacing of streets:** order of magnitude
 - No estimates were received

Other Business:

- The March 8th Commissioners Meeting was re-scheduled to Monday, March 15th due to a schedule conflict.

Next Meetings

- Semi-Annual Town Meeting: Tuesday, February 9, 2021, via Zoom
- BPC Meeting: Tuesday, March 2, 2021, via Zoom
- Commissioners Meeting: Monday, March 15, 2021, via Zoom

The meeting adjourned at 9:06 pm
Cate McDonald
Town Clerk