

**Town of Brookeville**  
**Commissioners Meeting Minutes**  
**Monday, April 12, 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 March 15, 2021 meeting minutes were approved.
- **Budget:** The budget report was reviewed
  - MD unemployment insurance rate is increasing
  - Sen. Craig Zucker and the D14 Team secured a \$200K grant for road improvements for the Town
- **Rental report:** No new rentals confirm; inquiries have increased
- **BPC update:**
  - Public meeting with Lardner/Klein to solicit public comment for the update the Transportation, Pedestrian Networks, and Streetscaping Elements of the Town of Brookeville's Comprehensive Plan will be Thursday, May 12 at 7:00 pm via Zoom
  - L/KLA survey will be sent to Residents to solicit input for updating the Comp. Plan
  - Communication to the Town needs to clarify there are 3 projects:
    - Gravel road improvements
    - Market St (east) redesign
    - Update to the Transportation, Pedestrian Networks, and Streetscaping Elements of the Comp. Plan
- **Silo Falls:** noise and parking
  - Commissioners are still monitoring and working on a resolution

**TOWN PROPERTY**

- **Academy Roof replacement:** materials delivered to the roofers for storage; work needs to be scheduled. The gutters will be ordered soon.
- **Schoolhouse:** no new work scheduled
- **Road Maintenance:** pothole repair will take place in the next week.
- **Street light repairs:** all streetlights are in working order.
  
- **Commissioner's Action Item List:** Reviewed and discussed
  - The gravel road resurfacing project timeline was discussed. Nest Steps:
    - BPC input has been received.

- Financial for all past gravel roadwork will be reviewed; engineering costs will be added to the figures; the cost to regrade portions Water St will be added to the figures.
- Submit HAWP
- Send a survey to the Town about the gravel road resurfacing project to solicit feedback
- Review funding sources

**Other Business:**

- A dumpster for bulk trash will be ordered for placement on Water St

**Next Meetings**

- BPC Meeting: Tuesday, May 4, 2021, via Zoom
- Commissioners Meeting: Monday, May 10, 2021, via Zoom
- Virtual Public Meeting Wednesday, May 12, 2021, from 7:00 pm – 8:30 pm to solicit public comment for Updating the Transportation, Pedestrian Networks & Streetscaping Elements of the Town of Brookeville's Comprehensive Plan.

The meeting adjourned at 9:11 pm

Cate McDonald

Town Clerk