

Town of Brookeville
Annual Town Meeting Minutes
Monday, June 14, 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

Town Residents: Chris & Emily Hart, Fred Teal, Miche Booz, Michael Acierno, Sandy & Duane Heiler, Jennifer Roy, Buck Bartley Iris Stratton, Dan Laughlin, Jessica Schwartz, and Geoff Harshman,

Others: Senator Craig Zucker, Del. Anne Kaiser, Del. Pam Queen, Vikki Garcia, Community Outreach for John Sarbanes

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

District 14 Team

Commissioner-President Gaskill introduced our District 14 State Representatives and thanked them for advocating the awarding of \$200K for road improvement for the Town in the State's FY' 22 budget. The \$200K is in addition to the \$100K awarded the Town in FY'19.

Election Results

Garrett Anderson and Mark Davis were re-elected to another two-year term in the May election.

Planning Commission Update

The BPC is hard at work with two projects:

- update to the Transportation, Pedestrian Networks & Streetscaping Elements of the Town of Brookeville's Comprehensive Plan. Everyone should plan to attend the in-person meeting on Tuesday, June 22, 2021, at 7:00 pm for the first look at Lardner/Klein's presentation.
- Parcel 770: a potential sub-division adjacent to the cemetery.

Draft Budget & Priorities for FY '22

- Total FY22 Operating Revenue Budget increase of \$10k over FY21 due to increased Academy Rental revenue with expectation rentals are underway again in FY22. All other revenue items are budgeted conservatively like prior years.
- Total FY22 Operating Expenses Budget increase of \$3,500 due to increased Utility expense caused by increased Academy usage in FY22.
- Total FY22 Capital Revenue added to budget this year to match grant income and associated capital expenses. Capital income/expense does not consider financing expected for a portion of the Market St and Gravel Roads project.

Gravel Roads Project

The estimated cost to resurface the Town maintained gravel road to tar and chip is \$265K. The Commissioners will be applying for a HAWP in the next few weeks.

Questions:

- What is the total of the Town's Reserves? Approximately \$790K
- Will the money for the gravel roads be taken from the Town's reserves? The Commissioners may finance 1/3 to 1/2 of the gravel road improvement project
- What type of financing is being considered? Bonds, a loan from Sandy Spring Bank, low-cost funding from the Dept. of Transportation.

Survey Result

Commissioner Davis shared the data collected by a recent survey on the Town's Gravel Road improvement project.

Questions / Comments:

- Why is Church St. not included in the survey? Only a small portion of Church St., the asphalt section, is maintained by the Town
- Will Residents be able to ask the contractor to tar & chip their driveways? The contractor will be asked to work with Residents interested in changing their driveways to tar & chip.
- There are two houses on Race Street that should be tar & chipped when the contractor is doing work, not when the asphalt, Market St. work is done. Per Mrs. Heiler, the Town owns up to her rock garden to the end of the post and a portion of 203 Market's driveway. The Commissioners will revisit this topic another time.
- The Town should be looking for State grants. The State has a lot of money for historic towns.
- Is the Town requesting information from other municipalities that have tar & chip about maintenance costs? Tar & chip may need to be resurfaced in 5-10 years, but it is hard to project the cost. Tar & chip is not the lower-cost option. The projective project and maintenance costs will be updated as the Town receives more information.
- There was a discussion about ways to control/reduce speed on the gravel roads.
- The link to the survey will be sent to residents.

Town Infrastructure

- The Academy's roof will be replaced the year with 50% of the cost covered by an MHAA grant. Other than the Town maintained roads, all the Town's infrastructure is in good repair.
- Schoolhouse: no new work scheduled
- Town maintained roads: maintenance on the gravel roads will take place in the next few weeks.

Question:

- What will be the function of the Schoolhouse? The Schoolhouse is not in use due to COVID but will be used for educational purposes.

Bypass Update:

As of today, 51% complete

The meeting adjourned at 8:34 pm
Cate McDonald
Town Clerk