

Town of Brookeville
Commissioners Meeting Minutes

Monday, November 8, 2021

7:00 pm via Zoom

Commissioners:

Present: Bill Gaskill, Mark Davis, and Garrett Anderson

Absent: none

Quorum present? yes

present during all or portions of the meeting:

Town Clerk Cate McDonald, Events Manager Brooke Curley, Property Manager Andrea Scanlon, Treasurer Alice Allen

Town Residents: Iris Stratton

Others: none

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

ROUTINE TOWN BUSINESS

- **Minutes:** October 11, 2021, meeting minutes were approved.
- **Budget:** The budget report was reviewed
 - FY'21 audit report was reviewed and approved.
- **Rental report:**
 - Rental remains strong.
- **BPC update:**
 - The sub-division for Parcel 770 is moving forward. Preliminary Plan should be approved in December.
 - Comprehensive Plan update to Transportation, Pedestrian Networks & Streetscaping Elements
 - The plan has been sent to MDP for review and comments

NEW BUSINESS

- Town Holiday Party: with an abundance of caution, the December 4 Holiday Party was cancelled. The Town will plan an outdoor function in the springtime.
- Lowering of Flags: The Commissioners will coordinate a time this weekend to lower the flags.

TOWN PROPERTY

- **Academy Roof replacement:** work should begin this week; estimated 3 weeks until completion.
- **Schoolhouse:** no work needed at this time
- **Bury Town of Brookeville powerlines:** No information yet
- **Streetlights:** all functioning
- **Town maintained roads:**
 - Final pricing and contract: work in progress; pricing and contract should be available in the next 4 weeks
 - Water Street: will be moved over 4 feet and the concrete apron will be removed (like North Street's apron). A new drawing showing the proposed realignment is needed.
- Next steps Gravel Road Improvement Project work plan:
 - Send the updated work plan to Town Residents.
 - Update HAWP for Water St
 - Submit Gravel Road Improvement Project work plan to the BPC for approval
 - Receive contract in the next 4 weeks and vote on the contract at the December meeting

Next Meetings

- BPC Meeting: Tuesday, December 7, 2021, via Zoom
- Commissioners Meeting: Monday, December 13, 2021, via Zoom.

The meeting adjourned at 7:59 pm

Cate McDonald

Town Clerk