



Town of Brookeville
5 High St., Brookeville, MD 20833
301-570-4465
clerk@townofbrookevillemd.org

Commissioners Meeting Minutes

Monday, October 14, 2022

7:00 pm via Zoom

Commissioners:

Present: Bill Gaskill, Mark Davis

Absent: none

Quorum present? yes

present during all or portions of the meeting:

Clerk Cate McDonald, Treasurer Alice Allen, Property Manager Andrea Scanlon

Town Residents: Stefan Syski, Fred Teal, Taddeo & Tiona Kintu

Others: none

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

Zoning Board of Appeals Appointments and Confirmations:

- Sandy Heiler, Stefan Syski, and Fred Teal were appointed and confirmed to the Zoning Board of Appeals

ROUTINE TOWN BUSINESS

- **Minutes:** The September meeting minutes were approved.
- **Budget:**
 - Budget was reviewed
 - Draft 2022 Audit was reviewed and discussed
 - Constant Yield Tax Rate will not be adjusted
- **Rental report:** no update available
- **Town Events:**
 - Holiday Party scheduled for December 3, 2022
- **BPC update:**
 - Parcel 770 subdivision: Applicant is working on County permits.
 - Update to Comprehensive Plan: Meeting set with Jim Klein for tomorrow.
- **Parking at SUMC compensation**
 - Rev. Emily requested the Town increase the amount the funds that the Town pays annual to use the parking lot at SUMC. After discussion, the Town will increase the amount from \$1,000 to \$1,150 annually.

OLD BUSINESS

- Adoption of MoCo Codes: no update
- Silo Falls: no update
- Parking ordinance
 - The draft ordinance is still a work in progress. The draft ordinance will be forwarded to the BPC for review at the November 1, 2022, meeting.

NEW BUSINESS:

- SHA communicate post-ByPass
 - Topic will be added to the BPC's agenda for discussion



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TOWN PROPERTY

- **Academy:**

- Grant report for roof is in progress
- Working on pricing for the digital lock
- Work on the sprinkler system is pending
- There is an on-going problem with the landline. Will look at VoIP solutions for the phone.

- **Schoolhouse**

- No update on the new sign
- Sandy Heiler requested a Town clean-up day around the Schoolhouse prior to a video shoot in November. A landscaper will be hired for the clean-up.

- **Town maintained roads:**

- property Manager will talk with Todd Greenstone about snow removal on the tar & chip surface: use grit and keep plows 1 inch off the road surface.
- Design work is the next step for the resurfacing of Market Street.

Next Meetings

- BPC Meeting: Tuesday, November 1, 2022, via Zoom
- Commissioners Meeting: Monday, November 14, 2022, via Zoom.

The meeting adjourned at 8:28 pm
Cate McDonald
Town Clerk