



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

## Annual Town Meeting Minutes

Monday, June 5, 2023

7:00 pm Hybrid

### Commissioners:

*Present:* Mark Davis, Dan Ennis, and Garrett Anderson

*Absent:* none

*Quorum present?* yes

*present during all or portions of the meeting:* Clerk Cate McDonald,

*Town Residents:* Fred Teal, Buck Bartley, William Kiniry, Todd Van Gelder, Emily Hart, Maggie Kay, Jennifer Goldberg, Walter Wassell, Don DeWall, Iris Stratton, Chris Scanlon, Diane Teague, Miche Booz, Jennifer Roy, Beth Anderson, Allison Moffett, Mike Oestreich, Michael Acierno, Warren Farris, Karen Montgomery, Chris Haris, and Dan

*Others:* Senator Craig Zucker, Del. Bernice Mireku-North

**Proceedings:** *The meeting called to order at 7:00 pm*

- Welcome & Meeting Overview
- Year in Review
  - ByPass was opened
  - Many new neighbors have moved to Brookeville in the past two years.
  - Working on connecting trails around the Town, hopefully to be completed when the ByPass is 100 percent complete.
  - The Town is looking forward to the post-ByPass era
  - Senator Craig Zucker is working on the ByPass dedication
  - A big thank you to Senator Zucker and the D-14 Team for all the support provided to the Town.
  - M-NCPPC Parks purchased the Yinger property and the lot will be parkland
  - The Commissioners will start a conversation with SHA about old MD97 (High and the western portion of Market) and sidewalks within the Town.
  - walkability in Town is a priority of the Commissioners.

Question / Comment: Michael Acierno has suggested in the past that the ByPass be dedicated to Clyde Unglesbee. As of today, nothing has yet to be officially decided about the dedication.

- BPC Update: Chris Scanlon gave an update on what the BPC has been busy with.
  - Parcel 770: the owner has not planned to move the subdivision process further, and the easement agreement is still pending.
  - 1 High St: revitalizing this property is still a work in progress. The owner has a conditional HAWP, and we anticipate he will submit a Town building permit soon, along with the required Historic Use Permit and parking plan.
- FY'23 Budget update and FY'24 Budget
  - The FY'23 Budget vs. Actual was reviewed.
  - FY'24 draft Budget was reviewed
- Infrastructure
  - The schoolhouse will require minor maintenance and upkeep.



- Academy: upcoming projects
  - new keyless entry lock will be installed
  - re-point the exterior wall where it is causing damage to the dining room wall
  - repair the stone wall in front of the building
- Roads
  - Gravel roads resurfaced with a new layer of tar & chip
- Other items:
  - New Academy parking sign at SUMC
  - new trees at Academy, Schoolhouse, and Water St.

#### Questions / Comments:

- There was a suggestion to plant redbud trees as the new trees.
- About the streetscaping project: The Commissioners envision the streetscape project for the entire Town with new signage and traffic calming measures. The intersection of Market Street & Water Street is a priority. The Town's updated Comprehensive Plan is the vision for the Town.
- Ownership of MD97 through Town: the ownership of the road has not changed from SHA. The Commissioners will use the Comprehensive Plan, which plans for sidewalks and traffic calming measures, to the SHA for discussion. There is a need to connect the western portion of Market St to the rest of Town with either sidewalks or trails.
- Signage within the Town needs to be cleaned up
- The Commissioners are planning volunteer workdays to help clean up the existing trails around town.
- Streetlights are in poor shape. The Town-owned streetlights will be cleaned and repaired. Pepco is in the process of allowing municipalities to own and maintain the Pepco lights within the municipality.
- Parking Ordinance
  - The draft Parking Ordinance was emailed to Residents and posted on the Town's website for review.
  - The BPC submitted a short one-page ordinance to the Commissioners. The Commissioners did not choose to use the shortened version of the ordinance as it did not address the issues the Parking Ordinance will address.
  - The Parking Ordinance has been in progress for the past several months. The ordinance's progress has been advertised in the Brookeville Times and has been an agenda item for the commissioners since the July 2022 meeting.
  - There was a recent accident between a parked car and a recycling truck on Water Street which highlighted the need for a Parking Ordinance.
    - The Town's trash & recycling contractor expressed safety issues with entering/exiting Water and South streets.
  - The intent of the Parking Ordinance is safety, especially emergency access to all homes.

#### Questions / Comments:

- Michael Acierno expressed his concern that insufficient time was allowed for public comment.
- Chris Haris: some homes have no other option for parking cars other than on public ROW, and the Parking Ordinance language is written very aggressively.
- Diane Teague: Original / legacy houses only have public ROW available for parking; if no one is complaining, why regulate parking?
  - The Commissioners explained there are complaints and the only way to address the complaints is with an ordinance.



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- Chris Haris: his legacy house is close to the property line with the Town's ROW. He has security issues because of where his house sits. If he did not park his cars in the ROW, people walking by could see into his house, which is unsafe.
- The Commissioners explained they would use the ordinance as a tool for enforcement; the recent Town survey and comments reflect that residents would like enforcement of parking regulations. The Town will communicate, once the ordinance is approved, how to obtain any permits/approvals needed.
- Emily Hart suggested that the character of the Town be added as a cover sheet for the Parking Ordinance.
- Chris Haris: Water St does not need to be narrowed as it was narrowed when the road was tar & chipped.
- Commissioners: Water St had widened over time and was returned to its original size with the recent tar & chipping. The Town will realign the Water / Market St intersection, per the Comprehensive Plan.
- Nick & Jennifer Roy: they met with the tar & chip contractor and relayed that the trash & recycle trucks cannot turn around the surface without causing damage to the roadways. That is why the driver backs down Water Street and why the parking pad at the end of Water Street is for parking, per Andrea, not for trucks to use as a turnaround.
- Miche Booz: the spirit of historic towns should be about history and preserving the Town's history, not over-restricting the number of cars each resident has parked.
- Emily Hart: the Parking Ordinance seems to be an administrative burden and not appreciated by residents.
- Michael Acierno: the language in the Parking Ordinance is not flexible. The Town has a historical legacy of not needing a parking ordinance. Why do we need a Parking Ordinance? The Town should maintain its rural village feel.
- Miche Booz: the Town has been allowing parking on the public ROW for some time, and it has not been abused.
- Commissioners: MoCo Code Enforcement is not in charge of cars; it is up to the Town to enforce parking regulations within the Town. For example, Code Enforcement can clean up 309 / 311 Market but not remove any cars. A Parking Ordinance is needed to remove "junk" cars.
- Michael Acierno: The Commissioners have that authority per the Town Charter; the Town can tow cars and put a lien on the property for the amount of towing.
- What are the next steps?
  - The Commissioners will take the feedback received tonight. No feedback regarding the Parking Ordinance was received before this meeting.
  - The Commissioners are making the process transparent as possible.
  - The comment period for the Parking Ordinance will be extended, and the next steps will be sent via email to Residents and be in the next Brookeville Times.
- Iris Stratton: Section 3 needs to be modified, especially the word "obedience".

The meeting adjourned at 9:31 pm.  
Cate McDonald  
Town Clerk