Brookeville Times

Social Committee Now Forming
Volunteers Needed

The purpose of the Social Committee is to encourage a cohesive community by organizing fun, exciting events for the entire Town so neighbors can meet and socialize with each other.

Primary responsibilities:
- Overseeing our yearly events
- Plan a Spring Artisan Market
- Brainstorm ideas for social events & plan events
- Welcome new homeowners to the Town

Interested in volunteering your time? Contact Beth Anderson at events@townofbrookevillemd.org

State of the Town
A Summary of the Semi-Annual Town Meeting

Town Residents joined the Town Commissioners and Staff via Zoom on Monday, February 12, 2024, to hear an update on the Town.

BPC Update
- Parcel 770: The sub-division process for the 4.3 acres of land adjacent to the cemetery is expected to move forward this Spring.
- 1 High St: The BPC has been working with the owner for the redevelopment of the site. The owner has a HAWP, and the owner will need to submit a Historic Use Permit with a parking plan before the Town approves the project.
- RFP for East Market St.: the Request for Proposal for the redesign of Market Street is expected to be released in the next few weeks.

Bypass Update and Post-Bypass Era Plans
- Currently, SHA retains ownership of MD97 through Town.
- Commissioners are working with SHA on sidewalks throughout the Town, redesigning the Market, High, and Water Streets intersection, and dropping the speed limit on MD97 by 5 miles per hour.
- The Commissioners also provided SHA with a "punch list" of items that need to be completed, mainly the removal of signage.

Mark Your Calendars

Planning Commission Meeting
Tuesday, March 5, 2024
7:30 pm via Zoom

Commissioners Meeting
Monday, March 11, 2024
7:30 pm via Zoom

Planning Commission Meeting
Tuesday, April 2, 2024
7:30 pm via Zoom

Commissioners Meeting
Monday, April 8, 2024
7:30 pm via Zoom

If you would like to attend a public meeting that is being held via Zoom, please send an email to clerk@townofbrookevillemd.org for login credentials

Town Infrastructure

- Regular maintenance is being performed at the Schoolhouse and the Academy.
- A grant has been applied for to repoint the masonry walls of the Academy.
- Streetlights: The Commissioners are working with Pepco to change all Pepco streetlights to one design with an LED light fixture. The Town will apply for a grant to replace the Town owned cast-iron street lights from High Pressure Sodium lights to energy efficient LED lights.

Budget Update

Town of Brookeville, Town Meeting, 2/12/2024, Budget Update

Below is the Actual Versus Budget Summary for FY2024

Town of Brookeville
Budget vs. Actual
July 1st through December 31st, 2024

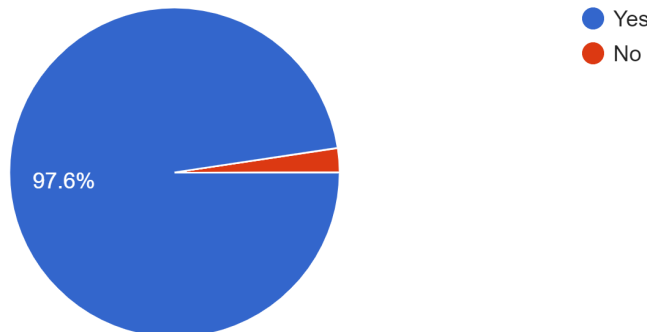|	Six Months Ending 12/31/23 Actual	Annual 2024 Budget	Variance	YTD % of Budget
Total Operating Revenue	93,653	163,808	(70,155)	57.17%
Total Operating Expenses	77,642	179,172	101,530	43.33%
Total Operating Income (Expense)	16,011	(15,364)	31,374	
Capital Revenue				
Grant Income - MD Grant Roads	0	800,000	(800,000)	
Total Grant Revenue	0	800,000	(800,000)	
Capital Expenditures				
Market Street	0	1,060,000	1,060,000	
Gravel Roads	18,438	0	(18,438)	
Academy	0	44,000	44,000	
School House	0	0	0	
Total Capital Expenditures	18,438	1,104,000	1,085,563	
Net Capital Expenditures	18,438	(304,000)	322,438	
Net Income (Capital and Operating)	(2,427)	288,636	(291,063)	

Notes:
YTD Operating Revenue is 57% of Annual Budget. Annual Reveue Forecast slightly ahead of FY24 Budget. Rental Income below plan but increasing activity.

YTD Operating Expense is 43% of Annual Budget. Items of note are that building and systems maintenance items are significantly under plan. We do anticipate increasing maintenance activities this spring/summer.

YTD Capital Expenditures amount to $18.5k. Capital Revenue - Grant Income of $800k and expected Cap Expeditures of 1.1M are Budgeted but not incurred to show the Town project costs in future years.

Water Street Parking Survey Results

A total of 43 people responded to the modifications to Water Street survey and here are the results:
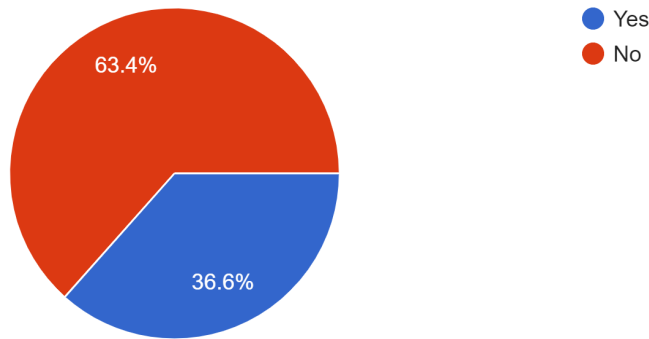
1. Do you live in the municipal boundaries of the Town of Brookeville?
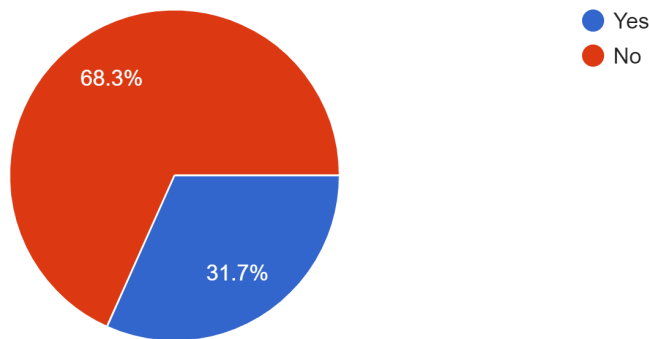
42 responses

97.6%

Yes
No

2. Do you currently live on Water Street or regularly (at least 2 times per week) drive or park any of your vehicles on Water Street?

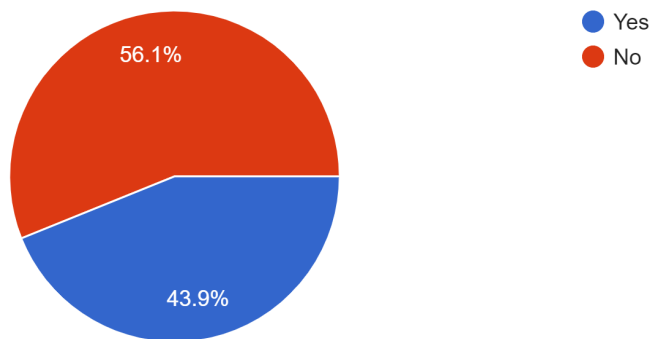41 responses

- Yes
- No

63.4%

36.6%

3. The Town's Parking Ordinance allows for two long-term (+72 hours) parking spaces on Town public right-of-way for residents that do not have ..., should the town allow for more long-term parking?

41 responses
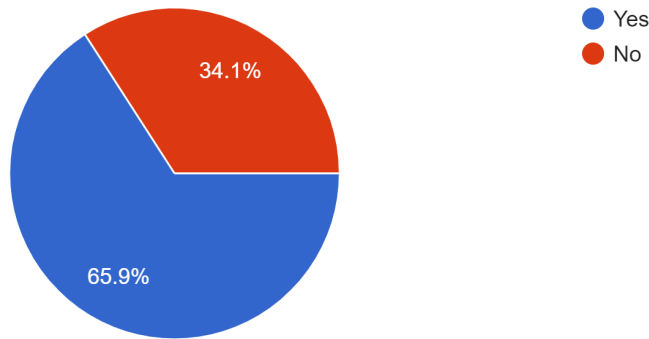
- Yes
- No

68.3%

31.7%

4. Do you believe it is the Town's responsibility to keep parking spaces on Town public right-of-way in locations that have been historically treated as exclusive resident parking?

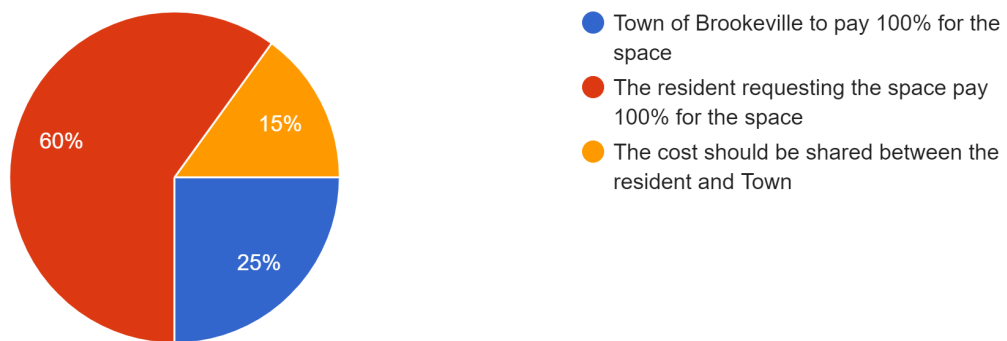41 responses

- Yes
- No

56.1%

43.9%

6. Is it appropriate for the Town to move or remove parking spaces on town right-of-way being used exclusively by residents for safety, accessibility, and/or other priorities?
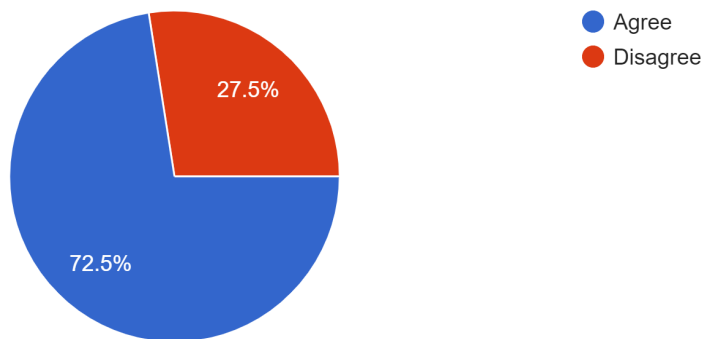
41 responses

- Yes
- No

34.1%

65.9%

7. If a resident requests additional parking be added on Town right-of-way, who should pay for the space and maintain it?

40 responses

- Town of Brookeville to pay 100% for the space
- The resident requesting the space pay 100% for the space
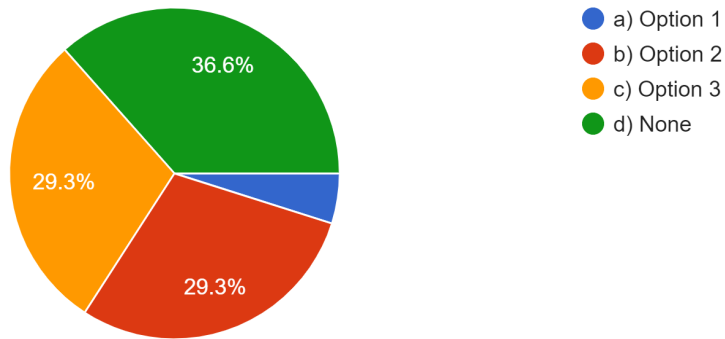- The cost should be shared between the resident and Town

15%

60%

25%

8. Town installed and maintained parking on public right-of-way is public property and should be treated as public parking and not necessarily reserved for specific residents.

40 responses
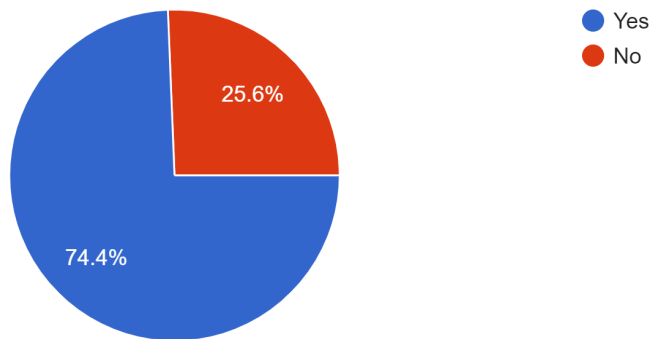

- Agree
- Disagree

27.5%

72.5%

11. Of the three options provided for Water Street Parking modifications provided by the BPC at the end of this survey, which option do you feel would ...o address the issues described in the description?

41 responses

- a) Option 1
- b) Option 2
- c) Option 3
- d) None

36.6%
29.3%
29.3%

13. Within the context of prioritizing parking and green space in Brookeville, do you believe the Town leadership should do more to maintain and improve the historic beauty of the Town?

39 responses

- Yes
- No

25.6%
74.4%

Street Sign Restoration

We want to inform you about an upcoming project that will enhance the safety and aesthetics of our community: the restoration of our street signs throughout town.

Starting this month, the Town of Brookeville will begin a comprehensive street sign restoration initiative to repaint and repair our existing street signs. We have already received the Market Street sign that we sent in a couple of weeks ago, and we think it looks great!

The rehabilitation process is expected to take 4-6 weeks once the signs are taken down. During this period, you may notice certain streets without their usual signage. We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our town infrastructure.

Town Election

There will be an election on Tuesday, May 14, 2024, for one Town Commissioner who will serve a two-year term beginning in June 2024. Dan Ennis currently holds the seat.

The Town is Seeking Nominations for Town Commissioner
The Town is now seeking self-nominations for the position of Town Commissioner. If you are interested in running for this position, please send a letter stating your interest in candidacy to:

Town of Brookeville
Attn: Supervisor of Elections
5 High Street
Brookeville, MD 20833
All Self – Nominations must be received on or before Tuesday, April 9, 2024

Need an Absentee Ballot? You must request an Absentee Application no later than April 23, 2024.

An informal written request for an absentee ballot may be submitted to the Supervisor of Elections, and it must contain the following information:

1. Voter's name
2. Residence address
3. Address to which the ballot is to be mailed, if different from the residence address
4. Voter's Signature

Town Awarded Mini-Grant

Heritage Montgomery awarded the Town a Mini-Grant of $2,150 for the installation of a new sign directing visitors to parking.

The Town will install the new sign at the corner of High and Church Streets to direct visitors where to parking. The sign will hang from on a pole to match the cast iron streetlights.

Montgomery County Historic Preservation Tax Credit
APPLICATIONS ARE DUE BY APRIL 1, 2024

The Montgomery County Historic Preservation Tax Credit was established by Montgomery County to assist owners of locally designated properties with routine maintenance and repairs exceeding $1,000 in cost. The Town of Brookeville is listed in the Montgomery County Master Plan for Historic Preservation. All homes within the Town's municipal boundaries are eligible to apply for the Historic Preservation Tax Credit.

Examples of eligible projects include, but are not limited to,

- Painting
- Repairing roofs or windows or replacing them in-kind
- Repairing architectural trim or ornament
- Repointing brick or stone foundations or chimneys
- Restoring a documented feature such as a dormer or porch that was previously altered or removed
- Repairing and maintaining outbuildings such as barns and garages

NOTE: New construction and interior work are not eligible.

For more information, visit https://montgomeryplanning.org/planning/historic/tax-credit-program/

Town of Brookeville
5 High Street
Brookeville, MD 20833
www.townofbrookevillemd.org
Phone: 301-570-4465

Town Commissioners: commissioners@townofbrookevillemd.org

Mark Davis (2025), President   202.355.3744.
Garrett Anderson (2025)   301.706.9506
Dan Ennis (2024)   410.274.7380

Brookeville Planning Commission: planning.commission@townofbrookevillemd.org

Buck Bartley   (2023)
Miche Booz   (2023)   Chris Scanlon   (2023)
Margaret Kay   (2024)   Allison Moffett   (2024)

Brookeville Board of Elections Supervisors:
Marti Andress (2025), Chair
Iris Stratton (2024)
Jeff Johnson (2024)

<div align="center">Town Staff:</div>

Town Clerk: clerk@townofbrookevillemd.org
Cate McDonald

Treasurer: treasurer@townofbrookevillemd.org
Alice Allen

Town Property Manager: property@townofbrookevillemd.org
Andrea Scanlon

Events / Marketing Manager: events@townofbrookevillemd.org
Beth Anderson

All public Commissioner and Planning Commission agendas are posted on the Town's website at least 24 hours before each meeting. Please note that agendas are subject to change until the time of convening. Meeting minutes for Open Meetings are posted on the Town's website after adoption and as soon as practicable.

The Comprehensive Plan for the Town of Brookeville can be viewed and downloaded from the Town's website.