



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

Annual Town Meeting Minutes

Monday, February 12, 2024

7:00 pm via Zoom

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, Walter Wassell, Don DeWall, Iris Stratton, Chris Scanlon, Diane Teague, Miche Booz, Michael Acierno, Bruce Evans, Jessica Schwartz, and Geoff Harshman

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

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

- Welcome & Meeting Overview
- BPC Update: Chris Scanlon gave an update on what the BPC has been busy with.
 - Parcel 770: the sub-division process is slowly moving forward.
 - 1 High St: The owner has a conditional HAWP and needs to submit a Historic Use Permit and parking plan to the BPC before the building permit can be approved.
 - RFP for the Town-owned portion of Market Street is in progress.
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- Bypass Update and Post-Bypass Era Plans
 - The Town's punch list has been sent to SHA with requests to remove unneeded signage.
 - SHA has been asked to lower the speed limit by five mph through Town.
 - The 2nd portion of the Bypass is supposed to open soon.
 - A Federal grant has been applied for sidewalks and redesign of the intersection. If awarded, the Town will work with SHA. The goal is to have sidewalks throughout the Town and a redesigned intersection that is historically accurate.
 - SHA is conducting a sidewalk feasibility study throughout the Town.
 - The goal is to restore the old portion of MD97 to a local road.

Questions / Comments:

- Is the bridge remaining, or will it just be grass? MoCo and MNCPPC own the land. A walking trail over the bridge is being considered.
- Can you provide more information about the feasibility study? The deliverables will be comprehensive plans for sidewalks circle-to-circle.
- FY'24 Budget update
 - The FY'24 Budget was reviewed; there were no questions or concerns.
- Rental & Marketing Report
 - Two long-term renters (Scouts and Drama Club) have renewed their contracts.
 - Working on marketing the Academy and growing visibility on Google.
 - A networking event with the Olney Chamber of Commerce is being planned.
 - Volunteers were requested to form a Social Committee to help with Town events.



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- Infrastructure
 - Schoolhouse: routine maintenance being performed. Some minor carpentry work and exterior painting are planned.
 - Academy: routine maintenance being performed. Grants will be sought for acoustical improvement and masonry reappointment of the exterior.
 - Streetscape:
 - Street signs will be sent for refurbishment.
 - A grant was awarded for a new parking sign at the corner of High and Church Streets.
 - New entrance signs and a sign outside of the Academy are planned
 - Sidewalks will be power washed and vegetation trimmed as needed.
 - Streetlights
 - A grant has been applied for to replace the HPS light fixtures with LED on the Town-owned streetlights,
 - The Town plans to swap out the Pepco lights with LED
 - Trail work: MNCPP is planning trail work from Water St to WSSC
 - Gravel roads: the gravel roads will be assessed after the recent snow

- Water Street Modifications (Review of Survey Results)
 - The results of the recent survey were reviewed.

The meeting adjourned at 8:25
pm.
Cate McDonald
Town Clerk