

Commissioners Meeting Minutes
Wednesday, May 15, 2024
7:30 pm via Zoom

Commissioners:

Present: Mark Davis, Garrett Anderson, and Dan Ennis

Absent: none

Quorum present? yes

Present during all or portions of the meeting: Clerk Cate McDonald, Property Manager Andrea Scanlon, Treasurer Alice Allen, and Events Manager Beth Anderson.

Town Residents: Miche Booz, Iris Stratton, and Don DeWall

Others: none

Proceedings: *The meeting was called to order at 7:30 pm via Zoom*

Open Discussion: Miche Booz came to discuss his parking spots on South Street. He does not park 35 feet from the intersection. The Brookeville Times requested that residents park 35 feet from the intersection to make ingress / egress easier and not block essential services from accessing South Street. Sec. 8 of the Parking Ordinance does not state that parking must be 35 feet from the intersection. However, if ingress/egress becomes more of an issues, the ordinance may be amended.

ROUTINE TOWN BUSINESS

- **Meeting Minutes:** not available.
- **Budget:**
 - The draft FY '25 budget was reviewed line by line.
- **Rental Report:**
 - Olney Chamber of Commerce mix date changed to May 21 at the Academy
 - Working on marketing the Academy.
- **Election:** Dan Ennis won his seat at the May 14 Election

Town Operations

- **Town Events**
 - Annual Town Meeting will be held Wednesday, June 12, at 7:00 pm, with the Commissioners Meeting immediately following.
 - Tavern Night will be June 1, with the Town as a co-host
 - Heritage Days: Sunday, June 30.
 - Town Picnic will be on October 6

BPC: Parcel 770's sub-division is expected to be approved at the June BPC meeting.

Resolutions

- **Resolution 24-01:** A Resolution to adopt a Policy of using one hundred percent (100%) clean, renewable electricity for all .municipal facilities and operations for the Town of Brookeville
 - **Approved**
- **Resolution 24-02:** A Resolution to adopt a Policy for the Reduction of Electricity Consumption Reduce by fifteen percent (15%) by 2029 at all Town-owned facilities and operations, relative to baseline levels.
 - **approved**

Old Business

- **Charter & Ordinances update project:** awaiting project deliverables
- **Streetlight painting and electrical RFP:** nothing new to report.
- **Website redesign:** nothing new to report.

Town Property and Infrastructure

- **Academy:** nothing new to report
- **Schoolhouse:** nothing new to report
- **SHA RTI agreement:** pending execution from SHA, which is a 3–6-month process.
- **Streetlights**
 - The baseline and action plan for the CELG grant is in progress.
- **Modifications to Water St:**
 - Received a proposal from Goshen for the work at \$9,555.
 - There was a discussion about the need for competitive bidding. The Town Charter requires competitive bids for work over \$1000. After discussion and review of the Maryland Procurement Manuel, projects and contracts over \$5000 will be competitively bid, and the bids can be verbal.

Open Discussion: none

The meeting adjourned at 9:47 pm.

Cate McDonald
Town Clerk