

**Commissioners Meeting Minutes**  
Wednesday, January 8, 2025  
7:30 pm via Zoom

**Commissioners:**

*Present:* Mark Davis and Dan Ennis

*Absent:* Garrett Anderson

*Quorum present?* yes

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

*Town Residents:* none

*Others:* none

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

**ROUTINE TOWN BUSINESS**

- **Meeting Minutes:** The December meeting minutes were available.
- **Budget:**
  - Budget vs. Actual was reviewed.
  - 4<sup>th</sup> quarter taxes have been paid and 1099s are in the mail.
- **Semi-Annual Town Meeting:** Wednesday, February 19<sup>th</sup>
  - The agenda was reviewed and approved.

**Town Operations**

**BPC:**

- **Streetscape RFP:** no progress to report
- **Permits for Approval**
  - Town of Brookeville Parking sign: approved as submitted

**Grants**

- **MEA CLEG Grant:** work in progress; there was a discussion about clear vs seeded glass. A sample will be requested from Spring City.
- **Historic Preservation Capital Grant:** working on Scope of Work
- **Heritage Montgomery:** work in progress

**Old Business**

- **19801 Georgia Avenue (MNCPPC property):** no update
- **Charter & Ordinances update project:** work in progress
- **Website redesign:** work in progress
- **Academy WiFi:** no update

**Town Property and Infrastructure**

- **schoolhouse:** nothing to report
- **Academy:**
  - Backflow repair estimate is \$7000 – expense is approved.

- **Streetlights:**

- Pepco and SHA met about moving the light pole power supply from in front of 308 Market to in front of 307 Market.

**Other Business:**

- Recap of the recent snow removal

The meeting adjourned at 8:28pm.

Cate McDonald

Town Clerk