MINUTES
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
TUESDAY, FEBRUARY 13, 2024

TIME:	Tuesday, February 13, 2024 – 9:00 AM
PLACE:	Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT:	Present in person were Mayor Penny Townsend, Vice Mayor Marshall Field VI, and Commissioners Anne Scott, Patricia Warner and Joe Taddeo. Also present were Town Manager Robert Garlo (remotely), Town Clerk Kimberly Kogos, Town Attorney Thomas Baird, and IT Director Bill Sutton.

Mayor Townsend called the meeting to order at 9:00 AM.

PLEDGE OF ALLEGIANCE

ROLL CALL

COMMENTS*

1. Mayor/Commissioner Comments

Mayor Townsend read aloud the Town's Vision statement and established a quorum and explained that the Town Manager is attending remotely.

Mayor Townsend proposed reordering the agenda items by moving Item 14a to the beginning of the agenda and pulling item number 12c. She also noted that there will not be an attorney client session as discussed at the previous commission meeting.

MOTION: ***Commissioner Warner/Commissioner Taddeo moved to amend the agenda as proposed.***
ACTION: ***Motion passed 5-0.***

a. Town Coffee Update

Mayor Townsend shared the topics that were discussed at this month's Town Coffee including: the private service Life Alert, strategic planning for SMRU and the Town, golf cart safety (children/infants should not be in the driver's lap), western development, beach erosion after last week's storm and earthquake (will be discussed more at tomorrow's commission meeting), and the bridge horn (noise and frequency).

Director Trent provided an update on the bridge horn and maintenance, including replacing the electrical system. He explained there are plans to provide a full bridge replacement in the future. Commissioners discussed the bridge age, continuous repairs without notice, and discussing with the County Commissioner.

b. Other Comments

2. Public Comment (Non-Agenda Related)

Public Comment is an opportunity for the Mayor and Town Commissioners to listen to any issue(s) of importance to you. Public Comment is offered at the beginning of our meetings, in

the event attendees cannot stay in chamber for the agenda item or meeting duration. If you elect to address an item on today's agenda during opening Public Comment, we ask that you please refrain from re-addressing the item during Public Comment at the agenda item. Residents also may submit comments, at any time, to the Mayor and Commissioners into the public record: THMail@tji.martin.fl.us. (Please email Public Comment at least one business day prior to the meeting to ensure timely distribution to the Mayor and Commissioners.)

There were no public comments at this time.

CONSENT ITEMS

3. Consent Agenda

The consent agenda was approved with small grammatical edits.

Commissioner Scott requested clarification of Building Department report questioning the amount of Board of Adjustment items heard. Director Cruz stated he would verify and correct those numbers if appropriate.

MOTION: ***Vice Mayor Field/Commissioner Warner moved to approve the consent agenda as edited.***
ACTION: ***Motion passed 5-0.***

Category A- To be reviewed and approved (as is or as edited) by the Town Commission

a. Minutes of the January 9, 2024, Town Commission
b. Fixed Asset Disposals – January 2024

Category B- Other Informational Materials (No Action Required)

a. Minutes of the October 24, 2023, Local Planning Agency Meeting
b. Police Activity Report – January
c. Building Department Report – January

COMMISSION ACTION ITEMS

4. Acceptance of Group Retirement Plan Actuarial Valuation Report (Brian West)

Brian West, actuarial for the Newport Group, greeted the commission and presented the highlights of the annual Actuarial Valuation Report (as of October 1, 2023). He reviewed the value of assets this year compared to last year and end-of-year contribution totals, providing summarized details. He agreed to provide a reconciliation from prior reports of vested deferred participant counts.

Director Pazanski explained the acceptance process as the depth of the information is extensive. The commission asked for a brief synopsis of the report going forward.

There were no additional questions.

Public Comment:

There was no public comment.

MOTION: ***Commissioner Scott/Commissioner Taddeo moved to accept the actuarial report as presented.***
ACTION: ***Motion passed 5-0.***

5. Town Boards and Committees

a. Board and Committee Appointments

Mayor Townsend announced a vacancy on the Pension Board and explained that resident Craig Donaldson had been recommended to fill the position. Mr. Donaldson's bio was included in the meeting materials for review.

She also announced a vacancy on the Finance Committee and explained that resident Candice Bagby had expressed an interest in serving. Mrs. Bagby's bio was also included in the meeting materials for review.

Town Manager Garlo explained the composition of the Finance Committee and the Pension Board.

MOTION: ***Commissioner Scott/ Commissioner Taddeo moved to approve the appointment of Craig Donaldson as a member of the Pension Board***
ACTION: ***Motion passed 5-0.***

MOTION: ***Commissioner Warner/Commissioner Scott moved to approve the appointment of Candace Bagby as a member of the Finance Advisory Committee.***
ACTION: ***Motion passed 5-0.***

6. Code Compliance Program

a. Code Compliance Officer

Town Manager Garlo stated that the Town has been in the process of making a more comprehensive Code Compliance program and explained the components of the program.

Building Director Catherine Harding introduced newly employed Code Compliance Officer Frank LoGalbo and noted his significant 30 years of experience.

Mayor Townsend noted the difference between a compliance vs. an enforcement officer.

Mr. LoGalbo expressed his appreciation to the Commission.

b. Vehicle Purchase Request

Director Pazanski provided details regarding a vehicle purchase for the Code Compliance Officer. He asked for spending authorization in an amount not to exceed $30,000.

MOTION: ***Commissioner Taddeo/ Vice Mayor Field moved to authorize the Town to purchase a code compliance vehicle in an amount not to exceed $30,000.***
ACTION: ***Motion passed 5-0.***

7. Waterfront Setback Line Study

a. Resolution No. 912 - Amending ZIP Resolution No. 901

Town Attorney Baird explained that Resolution 901 was approved at the last town commission meeting, implementing a Zoning in Progress (ZIP) pertaining to the Waterfront Setback Line study. At the Town Manager's suggestion, Resolution 912 was created to modify the scope of the ZIP in four ways:

1. Resolution 912 limits the study to that portion of the Waterfront Setback Line (WFSBL) to exclude properties along the intracoastal waterway;
2. It exempts developed properties that are engaged in certain repair/replacement activities and interim renovations;
3. Excludes applications for development permits for properties that are not subject to the WFSBL along the Atlantic Ocean; and
4. Exempts properties approved by the Impact Review Committee prior to the declaration of zoning in progress on August 16, 2023.

Public Comment:
There was no public comment.

MOTION: ***Vice Mayor Field/Commissioner Taddeo moved to approve Resolution No. 912 as discussed, modifying Resolution No. 901.***
ACTION: ***Motion passed 5-0.***

b. Scope of Work

Director John Duchock presented background information pertaining to the Waterfront Setback Line study and Cummins Cederberg, the contractor whom the Town is already engaged through a continuing services contract. He explained a more refined scope of work that was proposed for this study, focusing only on the areas where the setback line falls along undeveloped properties and in areas where the setback line shifted (i.e., areas where the line is related to the location of the dune). He also explained a comprehensive study with a much broader scope.

Commissioner Scott asked if the 2000 Waterfront Setback Line (WFSBL) is no longer accurate and could that be included in the study. Director Duchock agreed that this scenario could be included in the comprehensive study.

Commissioner Scott added comments regarding the 2000 WFSBL, stating that they felt at that time that residents were building too close to the ocean, thus changing the construction setback line, noting that no one challenged the decision. She opined that the line was changed in 2020, moved further east, and was a mistake, noting that the 2020 line has been challenged numerous times. She expressed support of proceeding with the study in a conservative manner, especially in consideration of the recent erosion of two properties in the Town of Jupiter Inlet Colony. She commented on beach renourishment and funding sources.

Vice Mayor Field agreed that many residents believe the 2020 study was flawed, in a sense, and the current study should be conducted in a very transparent way. Funding should be viewed carefully, and not taken for granted.

Commissioner Taddeo agreed they need a plan if funding is decreased.

Mayor Townsend stated that there are two scopes of work before them and explained that one is more comprehensive than the other. She asked for the pros and cons of the two. Director Duchock explained that most of the line did not move between 2000 and 2019.

Danielle Irwin of Cummins Cederberg introduced herself and reviewed her credentials. She explained the two different scopes:

1. Comprehensive: the entire eastern shoreline; shoreline erosion rate and modeling; and future sea level rise on different time horizons.
2. Reduced study: focused on undeveloped lots and how the WFSBL would play out on those lots if they are developed or not.

She noted there is no guarantee of either study where the line would end up. She reiterated the two studies are very different, and the comprehensive study would include funding availability and fate of the nourishment project.

Commissioner Scott stated that Ms. Irwin summarized the two plans very well and expressed support of the comprehensive scope.

Mayor Townsend asked about the reduced scope and asked if the location of WFSBL would comply with DEP. Ms. Irwin stated that she is confident in either study, and would coordinate with DEP regardless.

Commissioner Taddeo expressed support of the reduced scope, to begin with, since that area is what is in legal question at this time.

Commissioner Scott asked if it would be possible to begin with the reduced study and move to the comprehensive study if appropriate. Ms. Irwin explained that they would not start from scratch if the reduced study began first followed by the comprehensive study. The benefit of starting the fuller study first is considering current and futuristic scenarios more holistically.

Vice Mayor Field stated that regardless, any change will conclude in some form of litigation, thus favors the more comprehensive study resulting in the most information possible.

Finance Director Pazanski explained that unassigned fund balance would be the source of funding for the study. Director Duchock stated that the previous study was funded by the general fund. Director Pazanski explained that the line is more of a zoning issue, not a beach renourishing matter. Commissioner Scott recommended exploring all sources of funding.

Commissioner Taddeo changed his position and would support a more comprehensive study.

Public Comment:
Resident Ken McBrayer asked for the amounts of the two studies. Mayor Townsend noted the reduced study would cost $183,090 and the comprehensive study would cost $368,355.

MOTION: ***Commissioner Scott/Vice Mayor Field moved to approve the scope of work and work authorization for the comprehensive study.***
ACTION: ***Motion passed 5-0.***

Mayor Townsend asked about the timeline and start date of the project. Vice Mayor Field suggested public presentations from the engineers and asked Ms. Irwin if they could provide a presentation(s) of major milestones to residents. Ms. Irwin confirmed. Director Duchock stated that the plan is to provide a preliminary set of dates before the end of season, which will include public meetings.

8. Zoning in Progress Waiver Requests (Attorney Jared Gaylord)

a. 185 South Beach - Langdon Vista, LLC

Attorney Jared Gaylord presented the application of Langdon Vista, LLC, property owners Mr. and Mrs. Hill, requesting a waiver to the Zoning in Progress related to the Waterfront Setback Line. Assuming the WFSBL is not moved further west, this property will become conforming. He provided details of the project starting with the site plan and aerial views of the property. He explained that the former seawall is deteriorating, and the project includes a newly constructed seawall.

Commissioner Scott stated that she does not understand why the commission should approve a waiver for a property on the oceanfront while the study of the WFSBL is in progress.

Vice Mayor Field stated that this property is unaffected by the WFSBL and has an existing seawall that is being reconstructed. He noted that a potential basement is significantly west of the seawall which would not be significantly impacted by a storm/erosion.

Public Comment:
There was no public comment.

MOTION: ***Vice Mayor Field/Commissioner Warner moved to approve the Zoning in Progress waiver request by Langdon Vista, LLC as presented.***
ACTION: ***Motion passed 4-1. (Commissioner Scott dissented)***

b. 89 South Beach - Jamee Kane

Vice Mayor Field recused himself as the property owner is his sister. He left the room.

Attorney Jared Gaylord presented the application of 89 South Beach Road, owner Jamee Kane, requesting a zoning in progress waiver. He provided the site plan and explained that the WFSBL did not change for this parcel between 2000 and 2020. The project is requesting a seawall, thus a waiver to the ZIP related to the WFSBL.

Commissioner Scott reiterated that there is no extraordinary reason to ignore the ZIP.

MOTION: ***Commissioner Taddeo/Commissioner Warner moved to approve the Zoning in Progress waiver request as presented.***
ACTION: ***Motion passed 3-1. (Commissioner Scott dissented)***

Public Comment:
There was no public comment.

Vice Mayor Field rejoined the meeting.

9. Public Safety Donations

Public Safety Director Chief Michael Ewing announced that the Public Safety Department had received donations from island residents relating to the coastal waterway along the island. Contributions to the marine unit in the amount of $100,000 and $15,000 have been received to replace a marine vessel. The total cost of replacement is $220,000, so additional funding will be needed.

Commissioner Scott stated that the contributions are a good thing but does not appreciate the anonymity of the donors since it lends to a transparency issue. She opined that the contributions are appreciated but should not be used for the provision of Town services.

Discussion ensued about the vessel's location and donations.

Vice Mayor Field clarified that the contributions are for goods, not for services. Chief Ewing stated that anonymous donations have been accepted in the past.

MOTION: ***Vice Mayor Field/Commissioner Taddeo moved to accept the Public Safety Department donations as presented.***
ACTION: ***Motion passed 4-1. (Commissioner Scott dissented)***

Public Comment:
There was no public comment.

DISCUSSION AND DELIBERATION ITEMS
Recessed for break at 11:05am.
Reconvened at 11:13am.

10. Land Development Regulations Discussion (Code Text Amendments Draft Language)

Town Manager Garlo stated that this matter is in response to issues previously brought forward, and that Building Department Director Harding identified that certain clarifications to the Land Development Regulations may help alleviate these issues.

Building Director Harding explained that she met with the Board of Adjustment (BOA) and Impact Review Committee (IRC) to discuss draft language regarding certain code text amendments that address existing code that needs clarification. She stated that the draft language had been provided in the meeting materials and reviewed each amendment with the commission.

Director Harding defined habitable vs. living space. Commissioner Scott opined that basements should be included in the square footage calculation. Commissioner Taddeo explained that equipment or storage space should not be included in square footage calculations. Commissioner Scott stated that there should be a moratorium on underground construction until the commission decides how to handle underground living space. Discussion ensued.

Town Manager Garlo stated the difference can be defined as an occupied space.

Vice Mayor Field asked if it is possible to identify any space under roof as living space. Director Harding explained the Florida Building Code and points of compliance.

Commissioner Scott stated that this is a great starting point but clarified that potential loop holes still exist.

Director Harding continued with the definition of living space, including bedrooms. She clarified that a bedroom is regulated by specific criteria defined by the Florida Building Code. Again, discussion ensued regarding enforcement.

Director Harding explained that other municipalities utilize a CCO (Certificate of Continued Occupancy) which provides an inspection before the sale of a property. This was noted as a possible addition in the future.

Director Harding continued to review the proposed language.

Director Duchock provided further clarification about NAVD 88 and benchmarks.

Discussion ensued regarding the addition of a maximum allowance of 2 parking spaces per bedroom. Currently there is a minimum allowance of 1 space per bedroom, but the maximum allowance is not defined. Vice Mayor Field suggested a maximum of 1.5 spaces per bedroom. Commissioners Scott and Warner suggested that a maximum allowance of 1.5 or 2 spaces per bedroom is too much. Commissioner Scott suggested that perhaps the master bedroom gets 2 spaces, and the others get 1 space. Director Harding clarified that the spaces include garage area as well as uncovered spaces.

Commissioner Scott asked about the spaces permitted for home-based businesses. Director Harding explained that parking allowances relate to the structure, so if there are 2 spaces permitted per bedroom and there are 6 bedrooms, then 12 parking spaces are permitted, regardless of whether there is a home business there or not.

MOTION: ***Vice Mayor Field/Commissioner Warner moved to approve a maximum allowance of 1.5 parking spaces per bedroom.***
ACTION: ***Motion passed 5-0.***

Director Harding continued with the additional proposed language.

Town Manager Garlo confirmed that going forward, the committees and boards will receive a list of the standards for each proposed project and how they have been met by the Building Department.

Discussion began regarding home-based businesses. Commissioner Scott asked if there are any registered. Director Harding stated that she is not aware of any registered. She stated that the Town could require businesses to register with the Town.

Director Harding added the maximum floor area of an accessory building, or an accessory building used for living quarters, shall not exceed 1/3 square footage of the principal dwelling. Regarding construction fencing, it was recommended that such fencing must be anchored so it does not blow over.

Vice Mayor Field asked to see the modified version of the proposed language. Town Attorney Baird stated that the language would need to be put into an ordinance and be heard twice.

Consensus was gained to bring back as an ordinance.

11. IRC (Impact Review Committee) and BOA (Board of Adjustment) Status*

Mayor Townsend stated that she feels the LDR changes may be valuable to the boards and committees and suggested waiting to see how those changes impact the committees.

Vice Mayor Field stated that public comment and committee/board input is important and should be sought during season. Commissioner Taddeo stated that this is too big of an issue and requires public input. He suggested the commission should utilize the future strategic plan to discuss governance. Vice Mayor Field stated timing is important in order to gather public input. Commissioner Taddeo spoke on the history of the BOA and IRC and their roles in decision-making regarding development on the Island. He argued limiting all decisions to the five Town Commissioners eliminates checks and balances.

Vice Mayor Field suggested the BOA has experienced challenges meeting quorum. He also recommended rotating chair positions. Commissioner Taddeo reiterated it could change the entire Town governance. He stressed that the current governance structure has worked for the last 70 years.

Commissioner Scott disagreed and stated that the committees/boards as they operate currently no longer works and should move to advisory. Discussion ensued.

Mayor Townsend stated that further conversation is desired and increasing public comment is also important.

Vice Mayor Field and Commissioner Taddeo agreed that the appeal process should be brought to the commission de novo. Town Attorney Baird stated that this topic has been on the agenda for the last several meetings. Commissioner Scott continued to stress that the committees/boards and processes are not working. Discussion continued.

Mayor Townsend recommended the commission make a decision on the level of appeal at the next meeting and continue to seek resident input regarding the BOA and IRC at subsequent meetings.

Town Attorney Baird briefly spoke about case law and standards that would apply.

Public Comment:
There was no public comment.

12. Town Manager's Report
    a. Verizon*

Town Manager Garlo explained that Verizon had reached out to the Town regarding adding a 5G Network to the island. He asked if the commission would be interested in a presentation by the Verizon representative. The commission agreed to invite the representative to the next commission meeting.

    b. Legislative Update (Kelly Layman & John Duchock)*

Legislative Representative Kelly Layman provided an update on the current legislative session and Director Duchock provided detail regarding certain bills pertaining to the beaches and waterways.

Topics reviewed included:

1. Taxes and local budgeting restrictions
2. Beaches and waterways (Director Duchock reviewed this topic)
3. Local ordinances and mandatory notices
4. Sovereign immunity update
5. State budget - member projects

Ms. Layman noted that March 8, 2024, is the end of the legislative session.

Mayor Townsend noted that Ms. Layman has been attending the Treasure Coast Regional League of Cities (TCRLC) with her. She added that the TCRLC has brought multiple issues to light including sex trafficing, and provided a brief overview of the crisis.

c. Contract Extension

This item was pulled from the agenda.

13. <u>Town Attorney Report</u>

Attorney Baird stated it would be prudent for the commission to authorize an attorney client session if necessary.

a. Litigation Update - DEP Final Order on 310 SB

Town Attorney Baird provided an update and clarification on the Department of Environmental Protection (DEP) Final Order pertaining to 310 South Beach Road. He explained that the final order concluded that the petitioner did not comply with the DEP rule, including two additional rules not met. He stated an appeal was not taken by the property owners. He further explained the Testas' appeal, which will not disturb the order. According to the argument advanced, the DEP changed the approach it used in previous hearings to erosion projections. It will be decided in the 4th District Court of Appeal in West Palm Beach.

b. Litigation Update - Pending Lawsuits

Town Attorney Baird provided additional information regarding pending litigation pertaining to the Town including Feldsine v. TJI, Robert Garlo and Ruben Cruz; Dolphin Suite v. TJI, Robert Garlo and Ruben Cruz; and David S. and Joanna Slan, Arthur Hansen and Anthony Hansen v. TJI.

He explained that depositions are being set in the Feldsine and Dolphin Suite cases.

MOTION: ***Vice Mayor Field/Commissioner Taddeo moved to authorize the Town Manager to notice a March 2024 Attorney-Client Session.***

ACTION: ***Motion passed 5-0***

<u>STAFF REPORTS</u>

14. <u>Public Safety</u>

Vice Mayor Field asked for an update pertaining to the body cameras and in-car video. Chief Ewing stated that body cams should be issued and implemented by March 1, 2024. The in-car videos will follow, and significant training will take place prior to implementation.

Commissioner Warner referred to a recent unusual incident on the island and asked for details. Chief Ewing provided details and noted that he could add a category of "unusual activity" to the Public Safety report.

a. Commendation*

(This item was moved to the beginning of the agenda)

Public Safety Director Chief Michael Ewing explained an incident that occurred on the island and commended the officers involved. Lieutenant Scolly added details regarding an incident that was discussed at a previous commission meeting, and the officers involved were commended. Recognized members of Public Safety included Dispatcher Christina Hatter, Officer Anthony Fusco, Corporal Dustin Boorman and Officer Eric Hinson.

The commissioners expressed gratitude to each of the officers and the entire Public Safety Department. The exceptional average response time of less than 3 minutes was noted, and the Department was commended.

15. Financial Report
    a. Monthly Financial Report*

Director Matt Pazanski provided the monthly financial report highlighting the following:

- General fund $8,778,817
- General fund expenditures $3,322,598
- Unassigned fund balance (Reserves) $6,246,187 unaudited / $5,911,187 audited
- Total Fund Balance (Reserves) $9,441,187 unaudited / $9,106,187 audited

Mr. Pazanski also noted that the audit will go before the Finance Committee in late February or early March, and then to the Commission's March meeting. He added that the Johnson family contributed a $10,000 donation to the Scholarship Fund. He also explained DEP funds that were received (overpaid for one storm and underpaid for another).

16. Public Works Report
    a. Brightview Update*

Public Services Director Stuart Trent provided an update on the Brightview Avenue conditions, including a landscape plan.

    b. Other Items*

Director Trent noted that 25 staff members attended traffic maintenance training.

OTHER ITEMS

17. Meeting Dates
    - *March 20, 2024 – Town Coffee with Vice Mayor Field – 9AM*
    - *March 21, 2024 – Town Commission/Beach Protection – 9AM*
    - *March 21, 2024 – SMRU Board – 12:30PM*
    - *April 16, 2024 – Town Coffee with Commissioner Taddeo – 9AM*
    - *April 17, 2024 – Town Commission/Beach Protection – 9AM*

The Commission reviewed their calendars to set the following meeting dates:

- May 13, 2024 - Town Coffee with Commissioner Warner
- May 14, 2024 - Town Commission/Beach Protection/ SMRU Board
- June 11, 2024 - Town Coffee with Vice Mayor Field
- June 12, 2024 - Town Commission / Beach Protection
- July 16, 2024 - Town Coffee with Commissioner Scott
- July 17, 2024 - Town Commission/Beach Protection/SMRU Board

18. Other Items*

Mayor Townsend referred to future planning, western development and any other issues that may present themselves, wondering what the Town should do at this time to prepare for any impacts.

Director Duchock stated that there have been discussions in the past regarding potential access at the end of Cove Road. Commissioner Scott stated that past conversations have identified significant wetlands in the area that would be impacted. Vice Mayor Field stated that Bridge Road will be expanded in the future, from US 1 west to I-95. Off-site shuttles to the public beach have been discussed as well.

Commissioner Scott mentioned the upcoming County election and suggested inviting the Town's County Commissioner to provide information regarding western development and other related topics.

Mayor Townsend obtained consensus to invite Commissioner Harold Jenkins to the March commission meeting.

Mayor Townsend requested that commissioners submit thoughts/ideas to the Town Manager to compile.

Commissioners Warner and Taddeo planned to attend the February 28 State of the County address. Ms. Layman discussed the Metropolitan Planning Organization (MPO) and noted the Town is not currently a voting member on the Board. She clarified they have Mr. Trent Steele as their citizen appointee to represent the Island. Director Pazanski added that he is the appointee on the Technical Advisory Council to the MPO and is informed of priority projects. Discussion ensued about securing a voting member within the organization.

Town Attorney Baird confirmed the Property Rights element was returned from the state and is ready for 2nd reading. Director Cruz provided an update. The 2nd reading will come to the commission in April.

Mayor Townsend passed out the Town Manager responsibilities and duties as defined in the Town Charter which can be used to evaluate the Town Manager going forward.

Respectfully submitted,

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Kimberly Kogos, Town Clerk

Summary of Action Items:

- Invite County Commissioner Jenkins to the next commission meeting.
- Invite the MPO Executive Director Beth Beltran to the next commission meeting to discuss voting membership
- Commissioners to submit questions for Commissioner Jenkins to Town staff.
- Building Department to provide more robust reporting to commissioners.

- Building Department to provide BOA and IRC with detailed report per each application.
- Building Department/Town Attorney to bring draft language to revise the appeal process.
- Town staff to invite the Verizon Representative to the next committee meeting (staff will invite the representative to the April meeting due to a scheduling conflict).
- Finance Director to provide detailed explanation of Group Retirement Program.