

**MINUTES OF THE REGULAR MEETING
OF THE LADY LAKE TOWN COMMISSION
LADY LAKE, FLORIDA
August 17, 2015**

The Regular Meeting of the Lady Lake Town Commission was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida with Mayor Ruth Kussard presiding. The meeting convened at 6:00 p.m.

A. CALL TO ORDER: Mayor Ruth Kussard

B. PROCEDURAL: *Citizens are encouraged to participate in the Town of Lady Lake meetings. Speakers will be limited to three (3) minutes. Additional time may be granted by the Mayor. Citizen groups are asked to name a spokesperson and the Mayor, at his/her discretion, may allow longer than three minutes. Upon being recognized by the Mayor, please approach the dais, state your name and address, and speak into the microphone. The order of agenda items may be changed if deemed appropriate by the Town Commission. Please be respectful of others and put your cell phone on silent mode.*

C. PLEDGE OF ALLEGIANCE: Led by Joe Quinn.

D. INVOCATIONⁱ: Reverend Jerry Montgomery – Immanuel Baptist Church

E. ROLL CALL: Tony Holden, Commissioner Ward 2
Dan Vincent, Commissioner Ward 3
Paul Hannan, Commissioner Ward 4
Jim Richards, Commissioner Ward 5
Ruth Kussard, Mayor/Commissioner Ward 1

STAFF MEMBERS PRESENT: Kris Kollgaard, Town Manager; Derek Schroth, Town Attorney; Thad Carroll, Growth Management Director; C.T. Eagle, Public Works Director; Chief Chris McKinstry, Police Department; Pam Winegardner, Acting Finance Director; Marsha Brinson, Library Director; Wendy Then, Town Planner; Butch Goodman, Utilities Supervisor; Julia Wolfe, Assistant to Town Manager; and Nancy Slaton, Deputy Town Clerk

F. PUBLIC COMMENTSⁱⁱ

Mayor Kussard asked if anyone in the audience would like to speak on any item. There were no comments at this time.

G. ANNOUNCEMENTS:

1. Announcement of Qualifying Period from 12 Noon on August 24, 2015 to 12 Noon on August 28, 2015 for the Office of Town Commissioner for Wards 1, 3, & 5 for the General Election on November 3, 2015 (Mayor Kussard)

Mayor Kussard read the announcement of the qualifying period as follows:

“There is hereby declared a general election for the offices of Town Commissioner for Wards Two and Four for which an election shall be held on November 3, 2015, in Lady Lake, Florida. Candidates for the office of Town Commissioner for Wards One, Three and Five of the Town of Lady Lake, Florida must qualify for office by filing a written petition pursuant to Section 10.02 of the Town of Lady Lake Charter with the Town Clerk, to be submitted beginning August 24, 2015 at 12:00 noon and ending August 28, 2015 at 12:00 noon.”

2. Announcement from the Lady Lake Historical Society, and Invitation to the Commission and Town for the New World War II Exhibit at the Museum (Randa Robinson-Anderson)

The background summary for this agenda item is on file in the Clerk’s Office. It states that the Lady Lake Historical Society will be at this meeting to invite the Commission to the grand opening of the World War II exhibit where they will have Jeeps and vehicles from the World War II era on display for the morning. They are looking to have their ceremony on September 12th at 10:00 a.m. An e-mail from Randa Anderson was attached regarding the event to celebrate the new display.

Randa Robinson-Anderson introduced herself as representing the Lady Lake Historical Society and Museum. She announced the opening of a new year-long exhibit entitled “World War II” and stated it will be the 70th year commemoration of the end of WWII. Ms. Anderson invited everyone to the grand opening ceremony and dedication which will be held on Saturday, September 12th at 10 a.m. at the museum at the Log Cabin and Veterans Park. She stated she has flyers regarding the event, as well as flyers for a special presentation by Dr. Donald Goldstein, author of *At Dawn We Slept: The Untold Story of Pearl Harbor*, which will be held October 1, 2015 at 2 p.m. at the Lady Lake Library. Ms. Anderson thanked Parks and Recreation staff for all their assistance with this event, and the Commissioners and Town Manager who will be present and participating.

H. CONSENTⁱⁱⁱ:

Mayor Kussard asked if there were any questions or comments on the Consent items.

3. Minutes – August 3, 2015 – Regular Commission Meeting

4. Consideration of Approval for the Fall Activities for 2015 (Mike Burske)

The background summary for this agenda item is on file in the Clerk’s Office. It states that the Parks and Recreation Director is bundling the activities of the different organizations by the season and will seek the approval and recommendations of the Commission. In years past, staff has programmed the activities and then asked for permission to host the events. The programs listed are the same as last year. The dates may have changed and the times will be similar, but the Parks and Recreation Director is asking for flexibility with the times as he has not formally programmed the events and may find that the times may need to be changed due to various reasons.

The fall season has five activities that will need the services of the Parks and Recreation Department, and will assist the Soccer Association and the Little League for their opening days and closing ceremonies. Dates and times have yet to be determined, and the opening ceremonies

have historically been accepted as part of their programming and have not needed approval from the Town if they do not have activities other than the announcing of the teams or the passing out of awards and trophies. Between the beginning of October and the second Saturday of December, Parks and Recreation will have obligations for seven weekends. Needless to say, this is the busiest time of year, but the most fun. The proposed fall activities are as follows:

- Garden Club Plant Sale will not be held this year.
- Art-in-the-Park: January 30th and 31st, 2016
- Not Too Scary Halloween Party: October 24th
- Historical Society Rummage Sale: November 7th, with a rain date of the 21st
- Taste of Lady Lake and Car Show: November 14th
- Christmas Parade: December 5th, with a rain date of December 12th
- Light-Up-Lady Lake: December 11th

5. Consideration of Renewal of the Term Contract for Disaster Debris Hauling Services with Bergeron-Grubb Emergency Services (C.T. Eagle)

The background summary for this agenda item is on file in the Clerk's Office. It states that the Town previously established contracted Disaster Debris Hauling Services with Bergeron-Grubbs Emergency Services. This is a term renewal allowed for in the original contract. Staff recommends continuation of the contract for the remaining eligible terms as long as there are no changes in costs or scope of work.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved Consent Items #H-3 through #H-5 by a vote of 5 to 0.

I. OLD BUSINESS:

6. Update by the D.A.V. on the Progress and Plans Being Made by the D.A.V. for the Vietnam Wall (Mike Burske/Jack Johnson)

The background summary for this agenda item is on file in the Clerk's office. It states that Jack Johnson will give a presentation on behalf of the D.A.V. to inform the Commission of their plans for the traveling Vietnam Memorial Wall. He will discuss the opening ceremonies, food vendors, static displays and set-up. There will be other members from the D.A.V. that are also serving on the board for this project that will brief the Commission. Documents regarding what will be presented were included in the packet.

Mr. Jack Johnson of DAV Chapter 150 introduced himself. He thanked the Town of Lady Lake for being so easy to work with. He stated the wall will be in Lady Lake on November 9th, and all planning is going well although they still need maps for the tent setup, and there may be a parking issue that he will work on with Mr. Burske. Mr. Johnson stated they are still raising funds with their last fundraiser scheduled at the Eisenhower Recreation Center in The Villages on the first Sunday in November, and they will accept donations. He thanked the Town Commission for their assistance.

Commissioner Richards suggested that Mr. Johnson contact the American Legion regarding the parking issue.

Mayor Kussard commented that it is an honor and a privilege to have the wall coming to Lady Lake.

J. NEW BUSINESS:

7. Consideration of Renewing Auditing Services with the Firm of Shumacker, Johnston & Ross, P.A. for Fiscal Year Ending September 30, 2015, and Fiscal Year Ending September 30, 2016 (Kris Kollgaard)

Town Manager Kris Kollgaard gave the background summary for this agenda item (on file in the Clerk's office). She stated that staff would like to continue utilizing the services of Shumacker, Johnston & Ross, PA for the Town's independent audit services for fiscal year ending September 30, 2015, and fiscal year ending September 30, 2016. She stated that this contract is also extendable upon mutual agreement of the parties for the year ending September 30, 2017. Ms. Kollgaard stated that the proposed contract is the same as the previous years with the exception of the yearly cost which has increased from \$25,000 yearly to \$27,000 yearly. She stated that the Town Attorney has reviewed and approved the contract. Ms. Kollgaard stated that the Town has been pleased with the work this firm has done in the past, and that Chet Ross is present if there are any questions.

Chet Ross, Town Auditor, asked the Town to consider renewing the contract for the next two years, extendable for a third year.

Upon a motion by Commissioner Hannan and a second by Commissioner Richards, the Commission approved the renewal of Auditing Services with the Firm of Shumacker, Johnston & Ross, P.A. for Fiscal Year Ending September 30, 2015, and Fiscal Year Ending September 30, 2016 by a vote of 5 to 0.

8. Consideration of Proposal from Evoqua Water Technologies to Construct Portions of Improvements Related to WWTP Aeration Improvements Identified within the Town's 2014 Wastewater & Reuse System Master Plan (C.T. Eagle/Jason Shepler)

Public Works Director C.T. Eagle gave the background summary for this agenda item (on file in the Clerk's office). He stated that the Town identified a number of projects within the 2014 Wastewater & Reuse Master Plan, and the Town Commission approved the proposal from Mittauer and Associates on March 16, 2015 to perform the design, engineering, permitting, and construction administration services for the top priority project identified in the aforementioned Master Plan. Mr. Eagle stated that the overall construction improvements are estimated to cost from \$500,000 to \$600,000. He stated that this phase is separated since Evoqua was the original manufacturer of WWTP No. 2 and would provide the enclosed services whether they were subcontracted or contracted directly with the Town, and this approach will save the Town funds by decreasing costs associated with a general contractor's overhead. Mr. Eagle stated the "Sole Source" letter from the Town's engineer was included in the packet as additional information, and other phases of this project will be brought to the Town Commission for consideration. He stated Jason Shepler, Town Engineer, is present if there are any questions.

Commissioner Richards questioned why these improvements are using a sole source and not being bid out.

Mr. Eagle replied that a sole source is being used for these improvements tied together as there would then be no question regarding any warranty issues between different contractors on a \$200,000 improvement project.

Upon a motion by Commissioner Richards and a second by Commissioner Hannan, the Commission approved the Proposal from Evoqua Water Technologies to Construct Portions of Improvements Related to WWTP Aeration Improvements Identified within the Town's 2014 Wastewater & Reuse System Master Plan by a vote of 5 to 0.

9. Consideration of Proposal from Aztek Systems for Security and Fire Alarm Systems (C.T. Eagle)

Public Works Director C.T. Eagle gave the background summary for this agenda item (on file in the Clerk's office). He stated that the Town's current security and fire alarm equipment and monitoring contract with Simplex-Grinnell expires at the end of this fiscal year and staff has investigated many options for these types of services and equipment. He stated that this proposal allows use of existing equipment as well as purchasing non-proprietary equipment that can be maintained by any qualified vendor. Mr. Eagle stated that if this is approved, Aztek Systems will begin installing equipment and transitioning the monitoring services this fiscal year so there will be no loss of services when the previous contract expires. He stated that the funding plan for the new equipment this fiscal year requires Town Commission approval of transferring surplus gas and diesel funds in the Police Department to the other departmental line items to cover the equipment expenses; the surplus in funds are due to gas prices decreasing this fiscal year. He stated that each security and fire panel location will require an agreement with the monitoring company for emergency response identifiers. Mr. Eagle stated that the Town Attorney has reviewed and approved the agreements, and funds are budgeted for these services in the next fiscal year. He stated there are representatives from Aztek Systems present if there are any questions.

Town Manager Kris Kollgaard commented that it appears there will be a savings next year by using Aztek, and Mr. Eagle confirmed there will be a significant savings.

Commissioner Richards commented he only saw the one proposal and asked if utilizing Simplex-Grinnell would be more expensive.

Mr. Eagle replied that there were three bids and they were not comparable with these prices.

Upon a motion by Commissioner Holden and a second by Commissioner Hannan, the Commission approved the Proposal from Aztek Systems for Security and Fire Alarm Systems by a vote of 5 to 0.

10. Consideration of Application for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program (Chris McKinstry)

Police Chief Chris McKinstry gave the background summary for this agenda item (on file in the Clerk's office). He stated that Town residents, Villagers and their guests are well-served when public safety agencies are equipped and trained with state of the art resources providing support to families and caregivers of persons with Alzheimer's or dementia in times of emergencies. Chief McKinstry stated that one technological tool that greatly enhances the ability of first

responders to re-unite endangered persons with their loved ones is the Automatic License Plate Recognition (LPR) Systems. He stated that whenever a camera reads a license plate associated with an endangered person that has been reported as missing, valuable time is not lost, and public safety search resources can then be more narrowly focused on a smaller geographical area greatly improving the odds of a speedy and safe recovery.

Chief McKinstry stated that by utilizing an LPR, the Lady Lake Police Department would have immediate computer access to the year-to-date total of 117 Silver Alerts and 27 Amber/Missing Child Alerts transmitted by FDLE to NCIC/FCIC for local law enforcement. He stated that staff is requesting approval to apply for, and accept if awarded, the 2015 Edward Byrne Memorial Justice Assistance Grant to purchase one mobile license plate reader. It is expected that the Town of Lady Lake's share of this grant opportunity will be approximately \$4,439.00.

Commissioner Holden asked Chief McKinstry to explain the set-up.

Chief McKinstry explained the camera would be installed in the patrol car and it would scan the license plate image into the computer to receive immediate response from a trigger event for the transmitted license plate.

Commissioner Vincent asked if the computer will retain the data, and the Chief responded that the Town will keep no data; it all goes through the FDLE database.

Upon a motion by Commissioner Richards and a second by Commissioner Holden, the Commission approved the Application for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program by a vote of 5 to 0.

11. Consideration to Approve the Final Roof Repair of the Lady Lake Youth Library (Marsha Brinson)

Library Director Marsha Brinson gave the background summary for this agenda item (on file in the Clerk's office). She stated that preliminary repairs of the roof have been completed and final shingle repair and polyurethane coating need to be completed. She stated that quotes have been obtained (included in packet), and staff recommends choosing Custom Roofing and Coating, Inc. of Ocala to complete the shingle replacement and to apply the polyurethane roofing for a total cost of \$16,300.00, which includes a ten year guarantee against leaks. She passed out a sample of the polyurethane roof coating.

Commissioner Holden asked the expected total life of this repair.

Ms. Brinson replied that there is a ten year guarantee against leaks, although it is expected to last longer and can be re-coated.

Commissioner Vincent commented that he attended an event at the library this morning and has received a lot of positive feedback about the library and some of its youth programs. He thanked Ms. Brinson.

Upon a motion by Commissioner Richards and a second by Commissioner Hannan, the Commission approved of utilizing Custom Roofing and Coating, Inc. of Ocala at a cost of \$15,300 to complete the final roof repair of the Lady Lake Youth Library by a vote of 5 to 0.

K. TOWN ATTORNEY'S REPORT:

Mayor Kussard stated there is no Town Attorney's report this evening.

L. TOWN MANAGER'S REPORT:

12. Discussion of Hat-Racking Trees (Kris Kollgaard/Thad Carroll)

Town Manager Kris Kollgaard reported that tree topping has become quite a problem in the residential areas. A handout with information on tree topping was passed out and available to the audience. She stated the Town's main objective is to insure that there is plenty of healthy trees in Lady Lake, and the tree trimmers just want to make money. Ms. Kollgaard stated that the Town has drafted a proposal that will give them an incentive to follow the rules by registering with the Town, and they will be given a complete set of regulations regarding tree protection, as well as decals for their vehicles. She stated that if tree trimmers follow the proper procedures, tree removal permits will be half price for them, but they will be fined if they do not follow regulations. Ms. Kollgaard stated the key to making it work is to educate the residents, and The Villages has agreed to distribute door hangers if the Town has them printed. She stated Mr. Carroll will present more information on the proposed changes.

Mr. Carroll reviewed the **existing language** in the Town's tree planting requirements (Sec. 10-3) and the fees associated with tree removal as follows:

Residential Tree Planting Requirements (Sec. 10-3) - All residential lots (single-family or duplex) must have canopy trees on-site as follows:

- 6,500 sq. ft. or less: one tree
- 6,501 - 13,000 sq. ft.: two trees
- 13,001 - 19,500 sq. ft.: three trees
- 19,501 - 26,000 sq. ft.: four trees

One tree shall be required for each additional 5,000 square feet, or portion thereof, in excess of 26,000 square feet.

Palm trees may be planted at a 2:1 ratio (Sabal palms, Washingtonia palms or others of similar size at maturity) in lieu of a canopy tree with the exception of large canopy palms (Canary Island palms, Date palms, Paurotis palms, or others of similar size at maturity) which may be planted at a 1:1 ratio. One canopy tree must be planted on each lot; substitution with palm trees as noted above is valid for those trees planted in excess of one canopy tree. Note: Typical Lots in The Villages and Water Oak only require one canopy tree.

Canopy trees: Trees shall have a minimum height of 15 feet at time of planting **or** shall have a minimum caliper of four inches and be no less than 12 feet at time of planting.

Residential single family lots and manufactured home lots shall be required to pay a fee of \$500.00 to remove any historic tree on their property that will result in a total of the historic trees numbering less than the required amount of canopy trees for the lot size. Historic trees shall be given priority as the first to satisfy the minimum canopy tree requirements on all residential lots.

If the property owner retains a number of historic trees equivalent to the minimum canopy tree requirements, historic trees in excess of the minimum requirements may be removed through a general tree removal permit at a fee of \$25.00. Removal of historic trees on residential lots do not require a variance; however, permits to remove any historic tree that will result in a number less than the minimum canopy requirements shall be accompanied by a letter from a certified arborist or registered landscape architect as to why the removal of the tree is necessary.

He then reviewed the **new proposals** as follows:

Propose to qualify trees within 10' of the exterior wall of the principal structure as a 'hazardous tree' and eligible for removal with permit at \$25 fee, regardless of size, if minimum canopy tree requirement is maintained or fulfilled through replacement upon removal. For lots which meet or exceed replacement requirement, replacement is not necessary if permits have been issued prior to removal.

After the fact Permits:

If a specimen tree (> 20") is removed, each tree shall be replaced at a ratio of 2:1, in addition to the fee per tree removed.

If a historic tree (> 36") is removed, each tree shall be replaced at a ratio of 3:1, in addition to the fee per tree removed.

Tree Permit Fees:

6"-20" DBH	\$25.00 per tree
>20"-36" DBH	\$50.00 per tree
>36" DBH	\$100.00 per tree

Trees accommodated by an arborist report documenting that the tree is diseased or dying shall incur a \$25 fee (per tree) for removal, regardless of the DBH measurement of the tree. Report shall be provided to Town staff prior to removal. If the tree has been removed before Town staff has received the report, fees and replacement of trees shall be done in accordance with the after the fact permit policy. Where replacement cannot be accommodated on-site, or desired, the property owner may contribute \$150 per tree to be replaced to the tree bank in lieu of onsite planting, provided the minimum lot requirement is satisfied.

Commissioner Hannan asked if the Town can use The Villages' arborist report.

Mr. Carroll replied that the Town requires that the arborist report be obtained by the property owner and a report from The Villages could be used.

Commissioner Richards suggested striking the word "principal" structure from the language regarding hazardous trees.

This was discussed and it was agreed this would be a good idea.

Ms. Kollgaard explained that when trees are hat-racked, even if they live, the trees usually grow back weaker and limbs could be more dangerous in a storm.

Mayor Kussard stated hat-racking is a serious problem in her Ward and she is willing to try something new.

Commissioner Vincent suggested that property owners who continue to remove historic trees from their property be fined as a repeat offender. He gave the example of a developer who owns multiple residential lots.

Town Attorney Derek Schroth stated the Town should be able to have increased fines for multiple violations.

Commissioner Hannan asked if there are requirements to have the stumps removed after a tree is removed.

Mr. Carroll replied that stump grinding is required when trees are removed.

Mr. Carroll showed typical photos of hat-racked trees. He stated they are trees that are trimmed excessively and it occurs often, although \$500 fees to property owners may be steep. He stated that trees that are trimmed this way do not often come back or come back weaker as the Town Manager previously stated. The new proposal will encourage the property owner to get a permit to remove the tree from the Town and mitigate funds to the tree bank or replant two or three trees in place of it. Mr. Carroll stated that this may deter homeowners from having their trees hat-racked, and if it does not, then the Town will tell them the tree needs to be removed within 30 days or the case will be taken before the Special Magistrate. The Special Magistrate will ask if there are circumstances that prohibited the homeowner from removing the tree, and may allow more time to have it done, or may impose a fine to begin accruing and start a lien against the property owner.

Mr. Carroll stated that proposed contractor registry will cost \$30.00 and the Town will educate them on the proper trimming techniques and the Town's expectations about how much is too much. He stated it will be an incentive to contractors as they will then get 50% off the cost of the permit, and hopefully, the Town will decrease or stop the hat-racking of trees. Mr. Carroll stated that the policy is still being developed and he welcomed input.

Ms. Kollgaard thanked Mr. Carroll for his ideas and approach to this issue.

Commissioner Vincent asked how many of the big tree trimming companies are prone to do hat-racking, or if it is only the weekend tree trimmers that do it.

Mr. Carroll replied that most of the legitimate contractors do not do hat-racking, although it is difficult to enforce on the weekends. He stated that the contractor registry and education should help with this issue.

- Joe Quinn of 633 Rainbow Blvd. agreed that the hat-racking of trees is a problem in Lady Lake. He suggested that a sign stating "Hat-Racking Prohibited; Tree Trimming by Permit Only" be attached to the Tree City USA trees around town to help get the word out. He stated he liked the idea of educating contractors, and that the homeowners usually do not know what is excessive.

M. MAYOR/COMMISSIONER'S REPORT:

Commissioner Hannan announced that he attended the annual Florida League of Cities conference this past weekend and a packet was handed out to the Commissioners that is full of information he encouraged them to read. He stated it was the most rewarding event he has attended since becoming a Commissioner in 2004. Commissioner Hannan reported on some of the training certifications he has received, and other workshops and seminars he has attended over the years, and encouraged the other Commissioners to get involved with the Florida League of Cities as a learning experience.

Commissioner Hannan passed out trinkets to each Commissioner that he picked up at the Florida League of Cities conference, prefacing each with a light-hearted comment devised specifically for each Commissioner.

N. PUBLIC COMMENTS^{iv}

Mayor Kussard asked if anyone in the audience would like to speak on any item.

- Richard Raus introduced himself as a board member of the Lakes of Lady Lake Homeowners Association and reported that their property abuts some of the historical section of The Villages. He stated there is an old fence that was built in the 90's that is in disrepair that separates the two areas, and they are going to remove as it is on their property. Mr. Raus stated he wanted to make the Town aware in case they hear any complaints. He stated that some Villages residents think they ought to replace the fence rather than remove it, and the homeowners association does not have the funds for this.

Mayor Kussard asked if The Villages has a fence.

- Mr. Raus replied that he understands that The Villages had barbed wire fencing in undeveloped sections, and as they developed an area, they would then put up board fences. He stated that they have done this on a portion of this property, but not all the areas.

Mr. Carroll showed an aerial view of the Lakes of Lady Lake property where the back side of Dowling Circle abuts The Villages. He noted it has a mature landscape buffer between the areas besides the fence.

Commissioner Richards asked if this was part of the original plat.

Mr. Carroll stated he looked back at the plat and did not find any mention of it. He stated he also looked back at the codes adopted in 1994 to 2005 for buffer requirements, and there were no buffer requirements between an RS-3 and the MX-8 designation. Mr. Carroll stated a buffer requirement has since been put in place, but was not at that time.

Commissioner Hannan commented that barbed wire is not allowed in a residential area, only agricultural, and asked Mr. Carroll to confirm this. He stated the fence that belongs to The Villages cannot be touched.

Mr. Carroll confirmed this, stating that this barbed wire fence has been in existence for some time and the property to the south is in the county. He stated that barbed wire would not be acceptable there now if the fence was replaced.

There was further discussion about the fence between the two properties.

O. ADJOURN: The meeting was adjourned at 7:03 p.m.

Kristen Kollgaard, Town Clerk

Ruth Kussard, Mayor

Minutes transcribed by Nancy Slaton, Deputy Town Clerk

ⁱAny invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission, and the Commission is not allowed by law to endorse the religious beliefs or views of this, or any other speaker.

ⁱⁱ This section is reserved for members of the public to bring up matters of concern or comments. It is not limited to items on the agenda and it is open to any concern or comments that the public may have.

ⁱⁱⁱ All items listed under consent are considered routine by the Town Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Town Commissioner so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence.

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