



**Town of Surfside  
Regular Town Commission Meeting  
MINUTES**

**December 13, 2022  
7:00 PM**

Commission Chambers - 9293 Harding Avenue  
Surfside, FL 33154

**1. Opening**

**1.A Call to Order**

Mayor Danzinger called the meeting to order at 7:14 p.m.

**1.B Roll Call of Members**

Town Clerk McCreedy called the roll with the following members present:

Present: Mayor Shlomo Danzinger, Vice Mayor Jeffrey Rose, Commissioner Marianne Meisheid, Commissioner Fred Landsman and Commissioner Nelly Velasquez.

Absent: Town Manager Andrew Hyatt

Also Present: Assistant Town Manager Jason Greene, Town Attorney Lillian Arango and Town Attorney Tony Recio.

**1.C Pledge of Allegiance**

Chief Torres provided the pledge of allegiance.

**1.D Mayor and Commission Remarks - Mayor Shlomo Danzinger**

Mayor Danzinger addressed the public and Commission regarding the decorum statement and the importance in having an organized meeting.

Vice Mayor Rose wished everyone happy holidays.

Commissioner Landsman wished everyone a happy holiday and hope to see everyone this Sunday at the groundbreaking of 96th Street Park.

Commissioner Meisheid just wants to focus on the agenda and moving the Town forward.

Commissioner Velasquez would like to wish everyone happy holidays and a happy new year. She spoke regarding the groundbreaking of 96th Street Park.

### **1.E Agenda and Order of Business Additions, deletions and linkages**

A motion was made by Vice Mayor Rose to move item 2D (Discussion Regarding Planning and Zoning Board Jurisdiction and Scope of Project Review) from the previous meeting to item 9A under (Mayor, Commission and Staff Communications), seconded by Commissioner Landsman. The motion carried with a 5-0 vote.

A motion was made by Vice Mayor Rose to move item 2E (Special Meetings) from the previous meeting to item 9B under (Mayor, Commission and Staff Communications), seconded by Commissioner Landsman. The motion carried with a 5-0 vote.

Mayor Danzinger would like to walk on an item to discuss funding for travel which is not under the allowed expenses in the travel policy.

A motion was made by Vice Mayor Rose to add as item 9A under (Mayor, Commission and Staff Communications) to discuss funding for travel which is not under the allowed expenses in the policy, seconded by Commissioner Landsman. The motion carried with a 5-0 vote.

Mayor Danzinger requested to walk on an item to discuss the Town Manager and appointment of an Acting Town Manager.

A motion was made by Vice Mayor Rose to walk on an item to discuss the Town Manager and to discuss that walk on item before the Consent Agenda, seconded by Commissioner Landsman. The motion carried with a 5-0 vote.

### **1.F Community Notes - Mayor Shlomo Danzinger**

Mayor Danzinger wanted to update the community regarding the project that is being developed next to the Community Center and provided an update as it pertains to safety and sustainability.

#### **Town Manager and Acting Town Manager**

Town Attorney Arango stated that she provided the Commission before the 5:30 p.m. with the Town Manager's resignation letter.

Mayor Danzinger stated that he had a meeting with the Town Manager this afternoon and due to some family and personal issues, he tendered his resignation effective today in accordance with his employment agreement. He stated that due to the work he did with the CTS collapse, he should be compensated with the benefits and believes it would only be right to provide him with that compensation.

Commissioner Velasquez stated that he was appointed by the last Commission, and she stated that he is supposed to have given two weeks' notice and it is not right for him to leave us just like that without proper notice.

A motion was made by Vice Mayor Rose to approve and accept the resignation letter and terms of the separation agreement, seconded by Commissioner Landsman. The motion carried with a 4-1 vote with Commissioner Velasquez voting in opposition.

Town Attorney Arango asked for a motion to approve the terms of the separation agreement and authorize the Mayor and Town Attorney to finalize and execute that agreement.

Mayor Danzinger and Vice Mayor Rose stated that part of their motion already identifies the approval of the terms of separation.

Mayor Danzinger stated that they have a lot of capital projects in the works and it is important that there is no gap and have everything moving forward. He stated that he has identified the perfect candidate to have this done. He passed the gavel.

A motion was made by Mayor Danzinger to appoint Public Works Director Hector Gomez as Acting Town Manager, seconded by Commissioner Landsman.

Commissioner Landsman stated that Public Works Director Gomez was unaware this was happening and would like to see if he has any interest.

Vice Mayor Rose asked Public Works Director Gomez if he was interested in accepting this position.

Public Works Director Gomez stated that what is important is to have continuity and he is up for the challenge and understands it is in an interim matter.

Mayor Danzinger stated that the word interim requires to appoint someone to acting within a specific time period. He stated that they will open up the position but in the interim he will be the person that will keep this Town moving.

Public Works Director Gomez stated that this is a team effort.

Commissioner Meischeid stated that she knows he will have a lot on his plate with Public Works and it is very demanding and asked if he feels confident to take on these two very important roles at the same time.

Public Works Director Gomez stated that he will always be confident in himself and understands the additional workload and he can handle it.

Commissioner Landsman thanked him for sharing that and for clarification acting versus interim will go until they have a full-time appointment.

Town Attorney Arango stated that Chapter 12 of the Charter states that you can appoint an interim or acting and within 90 days they must appoint a permanent.

Commissioner Landsman stated that Andy did a great job and best of luck but is looking forward for a positive change for the Town and Community.

Commissioner Velasquez believes he is very capable of handling this and has done a great job with Public Works and wishes him the best.

Vice Mayor Rose thanked Andy for his work during COVID and the collapse. He believes Public Works Director Gomez can do the job and did encourage him to apply and they will do a search.

The motion carried with a 5-0 vote.

## 2. Quasi-Judicial Hearings

## 3. Consent Agenda

***All items on the consent agenda are considered routine or status reports by the Town Commission and will be approved by one motion. Any Commission member may request that an item be removed from the Consent Agenda and discussed separately. If the public wishes to speak on a matter on the consent agenda they must inform the Town Clerk prior to the start of the meeting by completing a speaker card. They will be recognized to speak prior to the approval of the consent agenda.***

Mayor Danzinger would like to pull item 3B (Downtown Walkability Design and Public Outreach) and item 3C (Fiscal Year 2023 Budget Amendment Resolution No. 3).

A motion was made by Commissioner Landsman to approve the consent agenda minus the pulled items item 3B (Downtown Walkability Design and Public Outreach) and item 3C (Fiscal Year 2023 Budget Amendment Resolution No. 3), seconded by Commissioner Velasquez. The motion carried with a 5-0 vote.

### 3.A Approval of Minutes - Sandra N. McCreedy, MMC., Town Clerk

Approved on consent.

[11-15-2022 Regular Town Commission Meeting Minutes.pdf](#)

[11-15-2022 Special Town Commission Meeting Minutes.pdf](#)

[11-15-2022 Town Commission Workshop Minutes.pdf](#)

[11-29-2022 Special Town Commission Meeting-Quasi-Judicial Hearing Minutes.pdf](#)

### 3.B Downtown Walkability Design and Public Outreach - Andrew Hyatt, Town Manager

Town Administration requests authorization to expend funds up to \$120,000 on Option 1 for Downtown Walkability design, public outreach, permitting, and implementation strategy.

Town Clerk McCreedy read the title of the resolution into the record.

Mayor Danzinger opened the floor to public comment.

The following individuals from the public spoke:  
George Kousoulas  
Eliana Salzhauer

Mayor Danzinger closed public comment.

Mayor Danzinger has a concern with the cost and sees a large price discrepancy.

Acting Town Manager Gomez addressed the comments made by the Mayor and explained the process and pricing.

Mayor Danzinger asked regarding the other contract of \$90,000.

Acting Town Manager Gomez requested to review both contracts.

Mayor Danzinger asked regarding the crosswalks.

Acting Town Manager Gomez addressed the comments and resurfacing hardening project which includes sidewalk improvement.

Further discussion took place among the Commission and Acting Town Manager Gomez regarding the specifics of the project.

Mayor Danzinger passed the gavel.

A motion was made by Mayor Danzinger to pull the item and get a fresh set of eyes and look at this contract again. The motion died for lack of second.

A motion was made by Vice Mayor Rose to approve the resolution as written, seconded by Commissioner Meischeid.

Commissioner Landsman asked Acting Town Manager Gomez to explain the numbers.

Acting Town Manager Gomez addressed the comments made by the Commission.

The motion carried with a 3-2 vote with Commissioner Velasquez and Mayor Danzinger voting in opposition.

[Resolution Approving and Authorizing Expenditure of Funds to Marlin Engineering for Downtown Walkability Study - Phase 2](#)

[Exhibit A - Scope Downtown Walkability Phase 2.pdf](#)

### **3.C Fiscal Year 2023 Budget Amendment Resolution No. 3 - Andrew Hyatt, Town Manager**

Town Administration recommends approval of the budget amendment.

Town Clerk McCready read the title of the resolution into the record.

Mayor Danzinger stated that his concern is the amount of the budget amendment and there is an additional allocation of almost \$60,000 and why they are putting more money into a project that was approved before.

Acting Town Manager Gomez stated that his understanding is that a few fiscal years back there was funding for a project for enhancing lighting in Downtown. He stated that project never took off and this resolution reappropriates the monies for the project now.

Assistant Town Manager Greene explained the amount that is in the capital project fund balance and this amendment would retitle the project and roll over the fund balance forward to the project.

Mayor Danzinger stated if the amount goes over the original amount, it must be brought before the Commission.

Acting Town Manager Gomez stated that they will come back next month with the numbers.

A motion was made by Vice Mayor Rose to approve the resolution, seconded by Commissioner Meisheid. The motion carried with a 4-1 vote with Commissioner Velasquez voting in opposition.

[Resolution Approving Budget Amendment No. 3.](#)

[FY 2023 Budget Amendment No 3.pdf](#)

**3.D Approval of License Agreement with Florida Department of Transportation (FDOT) for Town Right of Way Use for Crosswalk Improvements at the Intersection of 88<sup>th</sup> Street and Harding Avenue - Andrew Hyatt, Town Manager**

Town Administration is seeking Town Commission authorization to execute a License Agreement with Florida Department of Transportation (FDOT) in order to provide partial use at the southeast corner of the Town Right of Way located on 88<sup>th</sup> Street and Harding Avenue in order for the Department (FDOT) to perform crosswalk enhancements in conjunction with FDOT Project Number 443899.

Approved on consent.

[45L1263-Reso Approving License with FDOT - Crosswalk Improvements 88th St and Harding Avenue.DOCX](#)

[Exhibit A - License Agreement](#)

**3.E Authorization to Purchase a Spare Sanitary Sewer 60 HP HOMA Submersible Pump to Replaced Damaged Sewer Pump - Andrew Hyatt, Town Manager**

Town administration is seeking Town Commission approval for a purchase of a replacement 60 HP HOMA Submersible pump used for sewer lift station operations with purchase being made through Barney's Pumps, Inc. in the amount of \$26,507.00.

Approved on consent.

[Resolution Approving and Authorizing Purchase of Spare Sanitary Sewer Pump.DOCX](#)  
[Exhibit A - Pump Quote](#)

### **3.F Civic Plus Annual Agreement - Town Clerk, Sandra McCready**

The Town Administration recommends approving the new agreement with Municode ("CivicPlus") to include pricing for an initial annual rate of \$5,217.00 for the supplementation services, subject to 5.0% annual increases for each renewal term.

Approved on consent.

[Resolution Approving CivicPlus Supplement Services Agreement - Annual Rate](#)  
[Exhibit A - CivicPlus Statement of Work - Supplementation Services.pdf](#)  
[Exhibit B - Civic Plus Agreement.DOCX](#)

## **4. Ordinances**

### **Second Reading**

### **First Reading**

## **5. Resolutions and Proclamations**

***If the public wishes to speak on a matter on this section of the agenda, they must inform the Town Clerk by completing a speaker card and they will be recognized to speak prior to the approval of any resolution..***

### **5.A Authorization to Incorporate Decorative Street Signs and Poles as Part of Utilities Undergrounding Project Based on Staff Recommendation - Andrew Hyatt, Town Manager**

Town Administration recommends incorporating decorative poles and signs into the utilities undergrounding project as part of the design and construction sequence using the recommended design option provided.

A motion was made by Vice Mayor Rose to move item 9B (Discussion Regarding Planning and Zoning Board Jurisdiction and Scope of Project Review) to be heard before item 5A (Authorization to Incorporate Decorative Street Signs and Poles as Part of Utilities Undergrounding Project Based on Staff Recommendation), seconded by Mayor Danzinger. The motion carried with a 5-0 vote.

Town Clerk McCready read the title of the resolution into the record.

Acting Town Manager Gomez gave an update and summary of the item and provided staff recommendations.

Mayor Danzinger opened the floor to public comment.

The following individuals of the public spoke:  
Eliana Salzhauer  
George Kousoulas

Mayor Danzinger closed public comment.

Mayor Danzinger stated that this item was brought forward because multiple residents requested it and it would make a big difference in Town. He also stated this has nothing to do with the current Acting Town Manager. He stated that at the last Commission meeting this item was discussed, voted on and to come back with funding and amount. He stated that this should have come back as a discussion item and to assume to come back with a resolution going against the Commission's vote is disrespectful. He stated regarding the infrastructure and undergrounding changes that have to go back to the residents and to hold back all the projects waiting on undergrounding is unacceptable.

Acting Town Manager Gomez stated that they received three hard proposals as per the procurement process and if it is the will of the Commission to bring it forth as an action item it is possible. He agrees that the resolution is written in a certain way, and it is up to the Commission.

Mayor Danzinger stated that they do not know how long undergrounding will take and he would like to do something that actually changes the environment and look of this Town.

Acting Town Manager Gomez spoke regarding the different styles other municipalities have and how you can scale down the project. He stated that this would be a lead time item and you are looking at about 5 to 6 months and allow administration to finalize the design for streets and avenues to move forward. This would be allowing them to procure for the project.

Mayor Danzinger asked how long it would take to install the poles.

Acting Town Manager Gomez addressed the comments made.

Commissioner Landsman stated that they should move forward with this item but see if at the January meeting they could have a potential design to look at.

Commissioner Meischeid believes that they should wait until the undergrounding is completed.

Commissioner Velasquez agrees that they should wait until the undergrounding is completed. She asked Acting Town Manager Gomez if these signs have to be removed when undergrounding takes place.

Acting Town Manager Gomez stated that the conflict does exist to have to possibly remove the signs.

Vice Mayor Rose stated that his concern is with the installation and reinstallation



cost.

Mayor Danzinger stated that the pricing for installation and reinstallation is already in the cost estimate.

Vice Mayor Rose stated that he is talking about the new signs and the cost involved. He is fine with waiting on this until the undergrounding is complete.

A motion was made by Mayor Danzinger to move forward with the project with the lowest bidder providing for a design to be determined and possibly returning in January with graphs and designs, seconded by Commissioner Landsman. The motion failed with a 1-4 vote with Commissioner Landsman, Commissioner Meisheid, Commissioner Velasquez and Vice Mayor Rose voting in opposition.

A motion was made by Commissioner Velasquez to approve the resolution as written, seconded by Vice Mayor Rose. The motion carried with 5-0 vote.

[Exhibit A - "Decorative Street Pole"](#)

[Exhibit B - "FDOT Stop Sign Proposal"](#)

[Exhibit C - " Vendor Estimates and Template"](#)

[Resolution Incorporating Street Name Signs into Undergrounding Project.DOCX](#)

[Exhibit A](#)

#### **5.B Key to the Town of Surfside and Brick Request - Shlomo Danzinger, Mayor**

For the commission to approve awarding former Miami-Dade County Commissioner Sally A. Heyman a key to the Town of Surfside and a brick to be placed at the community center in honor of her 20 years of service for our community.

Mayor Danzinger introduced the item to award former Miami Dade Commissioner Sally Heyman the key to the Town and provided a summary of her service to Miami-Dade County and the Town of Surfside.

A motion was made by Commissioner Landsman to award former Miami Dade County Commissioner Sally Heyman a key to the Town of Surfside and a Brick at the Community Center, seconded by Commissioner Meisheid. The motion carried with a 5-0 vote.

[Key to the Town Request Form - Sally Heyman.pdf](#)

#### **6. Good and Welfare (Set for approximately 8:15 p.m.)**

##### ***Public comments for subjects or items not on the agenda.***

The following individuals from the public spoke:

Pablo Langesfeld spoke regarding the update on the CTS collapse investigation. He stated that they have no update on that and possibly for the Town to contact the media in for the media to put pressure for the investigator to have access to the site. He also asked regarding 88th Street and the size of the memorial and if they have spoken to FDOT.

Joel Thieme spoke regarding a citation that he was issued and emails and phone calls that

were never acknowledged or calls returned.

George Kousoulas complimented the coverage of the Gazette and the Communications Department. He further spoke about resiliency and seawalls.

Eliana Salzhauer spoke about the CTS memorial and how the Town received a grant for a million dollars, and nothing has been done. She spoke regarding the money being spent at the Tourist Board.

Ben Jacobson congratulated Acting Town Manager Gomez and is looking forward to seeing what he has done for the Town. He stated that he would like to have the Town be more like a country club. He stated that the downstairs front office is very uninviting and urged the new Town Manager to tear down that wall.

Mayor Danzinger closed public comment.

Commissioner Landsman thanked the public for their thoughts and encouraged to speak about the CTS memorial and he stated that takes time and must be done effectively and with emotion. He stated that there is change and change is good and to all staff that are here thank you for what you do on a daily basis for improving services to the residents and understands regarding unresponsiveness and will work with the new acting town manager to make sure everyone is more responsive.

Commissioner Meischeid thanked staff and responded to the comments made and asked if they are still getting more comments by Allyn Kilsheimer.

Acting Town Manager Gomez stated that Mr. Kilsheimer will be here in January.

Commissioner Meischeid asked regarding following up not getting responses from staff.

Acting Town Manager Gomez stated that he will reach out tomorrow to Mr. Thieme and make sure he gets a response.

Commissioner Velasquez stated that if the residents do not get a response from staff to go to a commissioner and they will make sure they get an answer. She stated that she is still in shock and it is very difficult how things happen.

Vice Mayor Rose thanked everyone and stated that the memorial is not something that is going to be rushed. He addressed the comment with Mr. Thieme and the non-responsiveness.

Mayor Danzinger addressed Ms. Salzhauer and breaking the rules. He addressed the comments regarding the investigation and Mr. Kilsheimer cannot do much until NIST is done. He stated that nothing has come forward on the new building. He addressed the comments made regarding 88th Street. He addressed Mr. Thieme's comments, and he

can email any of the commissioners. He stated that the Town has been waiting decades for some of these projects. The memorial is important, and residents' items are not a waste of time.

A motion was made by Commissioner Velasquez to recess for 5 minutes at 8:42 p.m., seconded by Commissioner Landsman. The motion carried with a 5-0 vote.

The meeting resumed 8:52 p.m.

Town Clerk McCready called and the roll and all were present except Commissioner Velasquez who came back to the dais at 8:54 p.m.

## **7. Town Manager and Town Attorney Reports**

### **7.A Town Manager's Report - December 2022 - Town Manager Andrew Hyatt**

Mayor Danzinger spoke regarding the remodeling of the first-floor lobby and the way it was sold to the Commission which is exactly anything but welcoming. He requested Acting Town Manager Gomez to open up the area the way it was presented to the Commission.

Commissioner Velasquez stated that it is much more welcoming than before. She stated that the door is not closed when the residents are at the window and the gate is closed when the offices are closed. She stated if the issue is the gate, then remove the gate.

Mayor Danzinger stated that the way it was presented was it was to look like a bank not with the wall and gate. He read what the original item was when it was presented.

Commissioner Velasquez stated that the partition is for each person to have their own space.

Vice Mayor Rose stated that one of the reasons was to make some additional office space in order to place more employees. He is concerned with the roll up on the outside and the way it looks. He stated that they could have placed it on the inside or build a soffit to cover it and not see that roll up shutter. He does agree that when you come in it is uninviting and suggested changing it.

Mayor Danzinger stated that the inside and back is lovely but does not like the way it looks now.

Commissioner Meischeid stated that it does not feel open and feels cramped.

Commissioner Landsman stated that having them down does look like a prison. He does not know how it will look when it is open and does not know what flexibility there is to make the changes. He stated that the side of the glass is more inviting. He stated what Building Official McGuinness said and hopes that the employees will be

more helpful and hopes that Building McGuinness will be there more in order to help.

Acting Town Manager Gomez stated that he has heard some of these comments and acknowledge having the staff move forward along with the Building Official in order to assist. He stated that the garage doors can be moved to the inside. He stated that they do not want to lose the front and they want to get the Building Department to be as efficient as possible. He stated that they will evaluate their concerns and asked Building Official McGuinness to speak on the project.

Building Official McGuinness agrees that the shutters do not make it warm and welcoming, and it is too industrial. He stated that there is a concern of safety of someone from public jumping over. He stated that they are pricing moving those to the inside facing the wall.

Vice Mayor Rose stated that his thought was possibly adding something more welcoming on top of the shutters and put a print on them.

Mayor Danzinger suggested making the counters flushed and more welcoming.

Commissioner Velasquez suggested giving them a chance and then see how to tweak things as time goes by.

Mayor Danzinger opened public comment.

The following individuals from the public spoke:

George Kousoulas spoke regarding the item and the design downstairs is not inviting.

Eliana Salzhauer stated that is why you do not rush projects.

Ben Jacobson stated it should be inviting which is not the way it is.

Mayor Danzinger closed public comment.

Mayor Danzinger spoke regarding making an inviting place secured. He spoke regarding the online permitting process and what is the delay.

Building Official McGuinness stated the problems they are encountering with the Tyler software system.

Mayor Danzinger spoke regarding the delay of obtaining a proper system and finding a solution.

Town Attorney Arango stated that she will need to look at the contract and look at this particular task and what the options would be.

Mayor Danzinger would like to direct Town Staff to look for solutions and look at the contract and hold them accountable.

Acting Town Manager Gomez addressed the specifics of the Tyler software, and they will look into that.

Mayor Danzinger asked regarding the digitizing of the building department and are they scanning everything that is coming in.

Building Official McGuinness stated that they are working on it and stated this coming week they have scheduled for GRM to pick up the entire 3 storage units of documents to start scanning them.

Mayor Danzinger asked if there was a delay for a reason for him not to fill the position of Assistant Town Plan Reviewer.

Building Official McGuinness spoke regarding the open positions that they are looking at filling.

Mayor Danzinger spoke regarding the electrical designs, and they look good, and it does represent the Town.

Mayor Danzinger spoke regarding some missing information inadvertently regarding the FDOT report.

Mayor Danzinger asked for the Town staff to provide a project schedule report.

Acting Town Manager Gomez addressed the comment made and to have a project schedule included and asked what type of schedule he is looking for and much of those in the report have a schedule.

Mayor Danzinger would like to visually track the projects and have 3 lines with more details and what was happening with these projects from when they were approved and start with the commission initiatives.

Acting Town Manager Gomez addressed the comment made and start with the commission initiatives.

A motion was made by Vice Mayor Rose to approve the Town Manager's Report, seconded by Commissioner Landsman. The motion carried with a 5-0 vote.

[2022-12\\_December\\_Town\\_Manager\\_s\\_Report.pdf](#)

## **7.B Town Attorney's Report - Town Attorney Lillian Arango**

Town Attorney Arango provided a summary of his Town Attorney's Report. She provided the litigation update. She also spoke regarding the Grand Beach Beach Chair litigation has been removed and the FAA has been removed because it has been completed.

Mayor Danzinger asked if she is aware of any litigation that her firm is not handling.

Town Attorney Arango stated that FMIT does handle the property liability cases.

Mayor Danzinger asked to have all litigation matters included.

Town Attorney Arango stated that she will work with their attorney to get that

information included.

Commissioner Landsman asked regarding the 96th Street Park contract negotiation.

Town Attorney Arango addressed the comment made by Commissioner Landsman and there were minor tweaks to the contract with Lunacon which includes pricing that reflects their proposal.

Acting Town Manager Gomez stated that Lunacon stated that they are reviewing the contract and have no major objection to the contract.

A motion was made by Commissioner Landsman to approve the Town Attorney's Report, seconded by Commissioner Meisheid. The motion carried with a 5-0 vote.

[Town Attorney's Report.DOCX](#)

## **8. Unfinished Business and New Business**

## **9. Mayor, Commission and Staff Communications**

### **Special Meetings**

Item was item 2E from the 5:30 p.m. meeting which was moved to be heard now.

Mayor Danzinger opened public comment.

The following individuals from the public spoke:

George Kousoulas stated that it is a good idea but is not sure the 5:30 pm start actually saves time.

Eliana Salzhauer opposes the 5:30 p.m. meetings.

Mayor Danzinger closed public comment.

Vice Mayor Rose explained the reasoning for the special meetings, and it is for discussion items that still have to come back to the Commission at the regular meeting for further discussion.

Commissioner Velasquez stated that she believes that meetings should not go past 11:00 p.m. and the purpose of the 5:30 pm meeting is to finish the meetings earlier.

Commissioner Landsman stated that the objective was to get more done. He agrees to start at 7:00 pm and get our work done.

Commissioner Meisheid is fine continuing with the 5:30 pm as long as we stop at 11:00 p.m.

Mayor Danzinger stated that these meetings are to get things done and if we start later, we will go much later. He stated that Town business should be at 7:00 p.m. and the 5:30 p.m. should only be for discussion items.

A motion was made by Vice Mayor Rose to continue with the 5:30 p.m. special meetings,

seconded by Commissioner Meisheid. The motion carried with a 4-1 vote with Commissioner Velasquez voting in opposition.

### **Discussion Regarding Planning and Zoning Board Jurisdiction and Scope of Project Review**

Commissioner Landsman would like to give direction to the Town Planner and Acting Town Manager to come back next month and work with the Planning and Zoning Board with suggestions that can help including the design review guidelines.

Town Planner Frankel asked for more a detailed direction as to what they want from the Board.

Vice Mayor Rose asked Town Attorney Recio regarding what direction to give to the Board.

Mayor Danzinger stated he agrees and does not believe the Board should be voting and making determinations without pointing to the code or charter. He stated that they will move forward with the design guideline review as requested by the Planning and Zoning Board.

Commissioner Landsman does not want to give this Board the authority to do too much but they should have guidance.

Town Planner Frankel stated a couple of things that she can do regarding clarifying the ambiguities and there are places that can be made clearer where the Board has some ability to give guidance to the applicant.

Commissioner Meisheid stated that they should continue to have the Town Planner review the design guidelines and see how that is working out.

Vice Mayor Rose spoke regarding the Board making suggestions based on what they like or dislike instead of it meeting code, which is exactly what they are to be focused on to make sure it meets code.

Commissioner Landsman agrees that they need to go based on the code.

Town Planner Frankel stated that the design must be consistent and meet the design guidelines.

Town Attorney Recio stated there are criterias and what aspects they should articulate.

Mayor Danzinger stated that it is important to have proper design guidelines.

### **Funding for Travel**

Mayor Danzinger pulled the item.

## **10. Adjournment**

There being no further business to discuss before the Commission, a motion was made by

Commissioner Landsman to adjourn the meeting at 10:24 p.m., seconded by Commissioner Velasquez. The motion carried with a 5-0 vote.

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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Shlomo Danzinger, Mayor

Attest:

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Sandra N. McCready, MPA, MMC  
Town Clerk