FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL MEETING
TOWN COUNCIL CHAMBERS
TUESDAY, AUGUST 15, 2023

Mayor Kuretski called the meeting to order at 7:00 P.M.

Roll Call: Mayor Jim Kuretski; Councilor Ron Delaney; Councilor Cameron May; Councilor Malise Sundstrom; Town Manager Frank Kitzerow; Town Attorney Thomas J. Baird and Town Clerk Laura Cahill.

PRESENTATION

1. CONTINUED TO 9/5/23

Florida League of Cities presenting the Florida Municipal Achievement Public Engagement Award to the Town for the Passport to Jupiter.

Councilor May asked to reorder the agenda to have the Fire and EMS Sustainability and Feasibility Study update presentation moved to after the Consent agenda. Council agreed unanimously.

2. Pearl Mae Foundation.

Mr. David Krell, Executive Director of the Pearl Mae Foundation, spoke about the Foundation's history, programs including Pearl's Pantry, senior grant program, and tuition scholarships. He also thanked the Town for its support.

CITIZEN COMMENTS

Mr. Andy Weston, resident of Dolphin Drive, spoke regarding Dolphin Drive and reviewed a letter sent from a Jupiter resident.

MINUTES

3. August 3, 2023 Town Council Special Meeting Minutes.

Councilor Sundstrom moved to approve August 3, 2023 Town Council Special Meeting Minutes, as amended; seconded by Councilor Delaney; motion passed.

Kuretski	Delaney	May	Sundstrom
Yes	Yes	Yes	Yes

CONSENT AGENDA

All items listed in this portion of the agenda are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests; in which event, the item will be removed and considered at the beginning of the regular agenda.

- Councilor Delaney pulled item 4.
- Mayor Kuretski pulled item 8.

Councilor Delaney moved to approve the Consent Agenda, as amended; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	May	Sundstrom
Yes	Yes	Yes	Yes

CONSENT AGENDA

PUBLIC HEARING

4. **Ordinance 5-23, First Reading, Jupiter Medical Center Zoning District Front Setback Reduction** - Zoning text amendment to the Medical Center (MC) Zoning District, Section 27-964, entitled "Area and dimension regulations", to reduce the front setback through a waiver process. (Second Reading 9/19/23) **MOVED TO REGULAR AGENDA**

5. **Ordinance 14-23, Second Reading, Zoning Text Amendments to the Mixed-Use Development (MXD) Zoning District** – to clarify density requirements and to delete the Residential, Estate (RE) subdistrict.

   Title read by Mr. Baird.

PUBLIC BUSINESS

6. **Resolution 38-23,** Approving the renewal of contract EPW 2022-12 Right of Way and Easement Maintenance with Terracon Services, Inc. (Terracon), in an amount not to exceed $112,609.21.

7. **Resolution 39-23,** Approving the renewal of contract EPW 2022-35 Janitorial cleaning Contract for Town Hall and the Police Department facilities with Ceiling to Floor Cleaning, Inc., in an amount not to exceed $64,047.59.

8. **Resolution 78-23,** Approving the contract award with Risk Management and Associates – Brown and Brown Public Sector for Property and Casualty Insurance for the Town with an estimated annual cost of $2,171,402. **MOVED TO REGULAR AGENDA**

9. **Resolution 90-23,** Approving the contract award of EPW 2022-29 Lighthouse Park Concession-Restroom Building and Drop-Off Shelter Reroofing to Solarguard Roofing, Inc. in an amount not to exceed $52,800.

10. **Resolution 91-23,** Approving the contract award of Work Order 41 of contract EPW 2016-12D with Wantman Group, Inc. for the Maplewood and Indian Creek Park Playgrounds and the Indian Creek Park Restroom Building design services in an amount not to exceed $110,815.74.

11. **Resolution 92-23,** Approving the contract award of Work Order 28 with Kimley-Horn and Associates, Inc. (Kimley-Horn) for the construction phase services of Jupiter Community Park Improvements in an amount not to exceed $101,686.10.

12. Approving the purchase order for nine (9) new vehicles for the Parks and Utilities Departments with an anticipated total purchase price of $489,628.61.

END OF CONSENT AGENDA

ITEMS REMOVED FROM CONSENT AGENDA TO REGULAR AGENDA

4. **Ordinance 5-23, First Reading, Jupiter Medical Center Zoning District Front Setback Reduction -** Zoning text amendment to the Medical Center (MC) Zoning District, Section 27-964, entitled "Area and dimension regulations", to reduce the front setback through a waiver process. (Second Reading 9/19/23)

Title read by Mr. Baird

Councilor Delaney abstained due to his wife's employment with Jupiter Medical Center.

Councilor Sundstrom moved to approve Ordinance 5-23; First Reading; seconded by Councilor May; motion passed.

Kuretski	Delaney	May	Sundstrom
Yes	Abstain	Yes	Yes

8. **Resolution 78-23,** Approving the contract award with Risk Management and Associates – Brown and Brown Public Sector for Property and Casualty Insurance for the Town with an estimated annual cost of $2,171,402.

Mayor Kuretski said he would like to get more information regarding resolution and asked to continue the item for the September 5th Council meeting.

Councilor May motion to continue Resolution 78-23 to Town Council September 5, 2023 Meeting; seconded by Councilor Delaney; motion passed.

Kuretski	Delaney	May	Sundstrom
Yes	Yes	Yes	Yes

REGULAR AGENDA

PRESENTATION

18. Fire and EMS Sustainability and Feasibility Study update by Chief Joe Pozzo, International City Manager's Association (ICMA).

Chief Joe Pozzo, Center for Public Safety and Management (CPSM), gave a brief overview of the CPSM study and project timeline. He explained the purpose of the presentation was to give an update which included actual costs of the interlocal agreement (ILA), year one of operations estimate for Jupiter Fire Rescue (JFRD), and a fire rescue service cost comparison between Palm Beach County Fire Rescue (PBCFR) and JFRD.

Councilor May asked why there was an increase in over three million dollars added to the total reoccurring costs.

Chief Pozzo responded it was debt service costs.

Mr. Scott Reynolds, Finance Director, explained in preparing for the presentation they had made assumptions of debt service and added the amounts in the presentation.

REGULAR AGENDA

PRESENTATION

18. Fire and EMS Sustainability and Feasibility Study update by Chief Joe Pozzo, International City Manager's Association (ICMA).

Councilor May asked if the move-up costs were included in the contract and built in to the millage rate.

Mr. Reynolds answered that the costs were added and not built into the millage rate.

Councilor May said he does not agree with FY23-FY26 being zero dollars.

Mr. Reynolds agreed and explained it would not be a cost to residents for the first three years while we were still in the ILA. He clarified that the debt service costs would include some up-front costs and be paid when the cutoff happens between PBCFR and JFRD.

Councilor Delaney asked about interest rates pertaining to debt service costs.

Mr. Reynolds stated rates had been going up but explained depending on what type of loan we could acquire, rates could vary greatly.

Mayor Kuretski mentioned he did not have an issue with PBCFR's level of service but was concerned with the request for a different type for contract going forward. He asked about the timeline and September 30th, 2023 being the date needed to give notice to PBCFR if they chose to start JFRD.

Mr. Baird said yes.

Mayor Kuretski stated he would like to begin efforts to start a Town of Jupiter Fire Department.

Councilor May said it was highly inappropriate due to not having a full Council and also not having 2024 financial numbers.

Councilor Sundstrom explained that the ILA can increase more than five percent due to not having a ceiling. She said losing local control allows the County to make policy decisions that could affect budget decisions and increase our costs. Councilor Sundstrom noted that after many negotiations we got the best possible, passable ILA.

Councilor Delaney agreed with Councilor Sundstrom and said the Town would save approximately 68 million dollars between Fiscal year 2026-2033. He mentioned his great relationship over the years with PBCFR, but said being a steward of Jupiter tax payer's he would be derelict in duty if he did not move forward with creating JFRD due to the cost saving. He asked what the process is going forward to notify the County.

Mr. Baird said there is a 36 month advance written notice that has to be provided.

Mayor Kurestki stated he believed enough information was given to Mr. Kitzerow to begin down the path of starting JFRD.

REGULAR AGENDA

PRESENTATION

18. Fire and EMS Sustainability and Feasibility Study update by Chief Joe Pozzo, International City Manager's Association (ICMA).

Councilor May said it was unfair they were making this decision without a full Council. Councilor Sundstrom mentioned there was a deadline and the decision needed to be made timely.

PUBLIC HEARING

13. Resolution 42-23, Fisherman's Wharf – ***Quasi-Judicial*** – Special Exception and Site Plan applications for a three-story office building with underbuilding parking, a two-story restaurant with outdoor dining, a tiki bar, and a private dock, on a 4.6± acre property, located approximately ¼ mile west of US Highway One, along the north side of Indiantown Road. The Town Clerk swore in eight people.

Ex-Parte Communications:

- Councilor Delaney noted phone calls with the Applicant and Mr. George Gentile Office.
- Mayor Kuretski mentioned communications with Staff regarding noise levels and parking requirements.
- Councilor Sundstrom stated she spoke with Mr. Troy Holloway and Staff regarding noise levels, parking, and roundabouts.

Mr. Troy Holloway with Gentile Holloway O'Mahoney & Associates, Inc (2GHO), representing the Applicant, gave an overview of the special exception and site plan application including location; history; site plan and North property line; pedestrian circulation plan. He reviewed the proposed architecture design, the special exception for the restaurant, coordination with residents from Water's Edge Estates, and benefits to the Town. Mr. Holloway requested modification to condition 6 to allow the Applicant to operate per Town code instead of the 10:00 P.M. close time. He also asked to modify the language in condition 8B.

Ms. Elizabeth Conley, Planner, spoke regarding the special exception and site plan application. She noted Staff's concerns of no proposed sidewalk on the West side of the traffic circle and proposed a redesign to improve pedestrian safety and calm traffic.

She also reviewed Staff's concerns and recommendations regarding parking spaces, residential impacts, noise control, environmental stewardship, signage and utilities.

Councilor Sundstrom asked if there would be signage on any parking spaces in the garage related to the offices. Mr. Holloway confirmed that the parking would be shared and no reserved spaces. She noted her concerns about maintaining privacy for the residents.

Councilor Delaney asked where dumpsters would be located and if the applicant went from the existing retaining wall with a six-foot wall. Mr. Holloway stated yes and confirmed the location of the dumpsters on the property.

REGULAR AGENDA

PUBLIC HEARING

13. Resolution 42-23

Councilor Delaney asked Staff about the 10:00 P.M. shut down time and its relation to outside dining. Ms. Conley clarified that they could remain doing business as usual inside, however outside would be closed.

Councilor Delaney and Mr. John Sickler, Director of Planning and Zoning, discussed his concerns regarding sound traveling to neighborhood and the 10:00 P.M. shut down time.

Mayor Kuretski asked who owned the retaining wall. Mr. Holloway stated the retaining wall is owned by the homeowner. He also noted the Applicant would build a wall six to eight feet from the retaining wall and put landscape on both sides of the wall.

Mayor Kuretski mentioned his concerns with adding a load to the property owners retaining wall. He also discussed his concerns regarding the applicant being allowed a greater noise limit on the property line of the resident than Harbourside.

Councilor Sundstrom *noted the residents were okay with the project, and that this was a factor in her considering it.* She suggested to keep the condition regarding the 10:00 P.M. shut down time and to add a condition to place signage in the parking garage.
LC 09/05/23

Councilor Delaney agreed with putting signage in the parking garage to assist with traffic. He also noted his support for the application.

Councilor May supported the item and agreed with the 10:00 P.M. shut down time.

Mayor Kuretski mentioned he did not support due to his concerns for noise impact and the outdoor seating being two levels.

Councilor Delaney motion to approve Resolution 42-23, as amended, adding a condition regarding parking signage; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	May	Sundstrom
No	Yes	Yes	Yes

14. Resolution 49-23, 1000 Town Hall Avenue (Old Town Hall) – *Quasi-Judicial* – Requesting a Town-initiated Local Historic Designation for a +/- 2.4- acre property located at 1000 Town Hall Avenue.

Ex-Parte Communications:

- Councilor Sundstrom had spoken with Staff.

The Town Clerk swore in four people.

Mr. Stephen Mayer, Senior Planner noted the item was a strategic priority of the Historic Resources Board (HRB). He went on to give a brief presentation which included property location; aerial view; historical significance context; historical designation criteria; Staff considerations; and HRB recommendation.

Councilor Delaney supported the item and asked if there were any cons.

REGULAR AGENDA

PUBLIC HEARING

14. Resolution 49-23

Mr. Mayer stated the only con would be the requirement for a Certificate of Appropriateness (COA) on certain Town actions for the rest of the property, which would add additional levels of review.

Councilor Sundstrom said she was very supportive. She noted the property was Town owned; her concern about the possibility of moving the building; drainage of property due to flooding; and stormwater concerns.

Mr. Mayer stated he would not be able to speak regarding stormwater improvements but believed the COA would capture improvements.

Ms. Stephanie Thoburn, Assistant Director of Planning and Zoning noted there were not any projects proposed. She stated there had been discussions regarding resiliency in order to expand the Seminole basin onto the western section, which could provide additional stormwater capacity and water quality.

Councilor May supported the entire site.

Mayor Kuretski supported the project and stated the Town intended to keep the site as a public property. He asked Staff to clarify the COA matrix used.

Ms. Thoburn stated the COA matrix used predominately covers buildings and structural repairs. She noted new construction was a small topic but believed the stormwater improvements would fall under it. She stated Staff would need to review repairs but a change to the size and/or impact would need to be reviewed by the HRB. She said if there was a change to the site plan then it would to be approved by Council.

Mayor Kuretski said a change to a playground was hard enough.

Ms. Thoburn said a playground was more kin to what was on the COA and Staff had conversations with Parks and Recreation to incorporate more historic themed equipment. She noted if it were replaced in its entirety it would go the HRB but small repairs would be approved by Staff.

Mr. Kitzerow stated he asked Staff to bring forward concerns from the Directors who were responsible for those areas regarding the COA.

Councilor Sundstrom said it was a special playground and believed public input was needed for the playground. She reiterated her concerns about the flooding and stormwater.

Mr. Kitzerow said he believed there were one or two stormwater projects currently in the planning phase.

Mayor Kuretski stated if Council wanted to make any changes then they needed to suggest language for the Resolution and asked Staff if they had any.

REGULAR AGENDA

PUBLIC HEARING

14. Resolution 49-23

Mr. John Sickler, Director of Planning and Zoning stated the Staff felt there could be more clarification on the matrix approved by the HRB. He thought clarity on what was administrative versus what items were approved by the HRB for the COA was needed. He also noted there could be an update to deal with properties more than just buildings and more detail for new construction.

Mayor Kuretski asked if that would be something the Council would decide.

Mr. Sickler noted it was not, but if the Council wanted Staff could bring it back.

Mayor Kuretski stated he thought it was appropriate in this case.

Councilor Sundstrom asked if the clarification could include the Town managing the whole property, with the direction to Staff to amend the matrix to allow for stormwater uses to be administratively approved.

Mr. Sickler said it would be a different action then approving the Resolution. He noted Council could approve the Resolution as is and then direct Staff to work with the HRB to update the matrix for the COA's. This update would include items in the COA and those which would be up for Staff review.

Ms. Thoburn asked if Council wanted to continue the item to allow Staff to continue research and meet with the new Director of Utilities to see what projects they had planned.

Mayor Kuretski asked if Ms. Thoburn had suggested to continue item.

Ms. Thoburn said yes, because she wanted to have more answers on the property for Council.

Ms. Susan Brandt, resident of Florida Avenue, felt the whole park should stay as it was and be designated as historic. She believed the retention pond needed to be re-dredged and not used as a staging area for construction on Indiantown Road.

Mr. Carlton Tassell spoke on behalf of Ms. Kiah Kohlhoff, a resident of Town Hall Avenue grows up in Jupiter and believed the park was a special place.

Mr. Brett Leone, resident of Barbados Drive, supported the designation and felt the stormwater concerns could be addressed by Staff. He thought there should be different markers identifying the history of the property.

Mayor Kuretski stated the Council was unanimous in wanting to preserve the site but believed there needed to be a practice in place which was practical. He noted Staff had recommended bringing the item back on consent with recommendations.

REGULAR AGENDA

PUBLIC HEARING

14. Resolution 49-23

Councilor Delaney motion to continue Resolution 49-23 until Staff had information to bring back under consent; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	May	Sundstrom
Yes	Yes	Yes	Yes

15. Resolution 62-23, Roger Dean Chevrolet Stadium Renovation Designation – *Quasi-Judicial* – Site plan amendment to renovate the existing spring training facility, construct new team clubhouses, and construct new temporary facilities during construction, on a 90± acre property, located at 4355 Stadium Drive.

Ex-Parte Communications:

- Councilor Delaney met with Mike Bauer and George Gentile at Mr. Gentile's office.
- Councilor Sundstrom met with the applicant at his office and spoke with staff
- Councilor May had a phone call with Mike Bauer and George Gentile

The Town Clerk swore in nine people.

Mr. George Gentile, with 2GHO representing Roger Dean Chevrolet Stadium (RDCS), gave a presentation that highlighted the property's history, site data, scope of improvements, and proposed site plan.

Mr. Kirk Bauer, with Fawely Bryant Architecture, continued the presentation by going three important components which were improving the overall fan experience; improvements to male and female locker rooms; and a new image to the stadium that coordinates with Downtown Abacoa.

Mr. Garrett Watson, Senior Planner, gave an overview of the RDCS multi-year project.

Mayor Kuretski asked Mr. Gentile if he felt that Staff and Council were not thrilled with the project proceeding.

Mr. Gentile stated absolutely not and explained it was one of his favorite activities in the Town.

Mayor Kuretski stated the Town had always been thrilled with the project.

Councilor Delaney said he did not want to hold up project due to the grass parking situation.

Councilor Sundstrom agreed with Councilor Delaney and looked forward to going to the team stores. She *asked* if consideration could be made to incorporate seating in the plaza to the stadium for when individuals and families wait on others to arrive outside. LC 09/05/23

Councilor May was in favor and felt the Town could figure out the parking.

REGULAR AGENDA

PUBLIC HEARING

15. Resolution 62-23

Mr. Gentile felt that everyone could work together to get the project completed.

Mayor Kuretski noted the Town had donated 25 acres of property to Palm Beach County with the expectation the quad fields would be updated for public use. He stated he expected to continue the long-time partnership.

Mr. Bauer, General Manager of Roger Dean Chevrolet Stadium, said they had recently sat down with the teams and they were open to sitting down with the Town and renegotiating the use agreement. He felt that everyone could work together and get it accomplished.

Mayor Kuretski stated parking needed to be resolved and believed the PBC engineer needed to be involved.

Mr. Baird stated the parking lot had nothing to do with the major or minor league operations. He said there was control over the tournaments and the parking lot which needed to be addressed did not slow down project.

Councilor Sundstrom stated parking needed to be addressed but not now with the motion to proceed with the project.

Councilor Delaney moved to approve Resolution 62-23, as amended, to include the whereas clause the Mayor suggested and to exclude condition 7; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	May	Sundstrom
Yes	Yes	Yes	Yes

PUBLIC BUSINESS

16. Selection of Town of Jupiter Vice-Mayor 2023-2024.

Councilor Sundstrom acknowledged Council's tradition of passing the Vice-Mayor title around and said she would feel comfortable with reinstating Councilor Delaney due to him being the Vice-Mayor immediately preceding.

Councilor Sundstrom moved to select Councilor Delaney as Town of Jupiter Vice-Mayor 2023- 2024; seconded by Councilor May.

Kuretski	Delaney	May	Sundstrom
Yes	Yes	Yes	Yes

ROUNDTABLE

17. CONTINUED TO TBA

Property Owner's Unilateral proposal to amend the Development Agreement between the Town and Crossroads 6106 LLC as successor in interest to Developer Diversified Realty (DDR) Jupiter Falls LLC also referred to as Santé Circle.

ROUNDTABLE

18. CONTINUED TO TBA

Mayor Kuretski spoke about the item being continued at the request of a Council member and the Applicant. He stated his concerns regarding last minute changes to the agenda and changes should be subject to the Council's decision.

Councilor Sundstrom stated she asked to continue the item to have more time to review.

Vice-Mayor Delaney mentioned he received and email and a phone call from the Applicant who asked for more time.

Mayor Kuretski asked to keep items on the agenda if they are requested to be continued by the Applicant so Council still had an opportunity to discuss.

REPORTS
TOWN ATTORNEY

- Jupiter Soccer Case – Mr. Baird stated the motion for summary judgement for the Jupiter Soccer Case was set for October 6, 2023 and Jupiter-Tequesta Athletic Association (JTAA) joined in the Town's motion.

- Jupiter Stadium Limited agreement – Mr. Baird mentioned the Town had already prepared an amendment to the Jupiter Stadium Limited agreement based on discussions he had with the Town Manager some time ago so he would be able to send to them pretty quickly.

TOWN MANAGER

- Agenda items – Mr. Kitzerow spoke about managing the agenda and its complexity. He also mentioned the roundtable item that was continued had nothing to do with the Applicant's request. He stated that due to the large agenda and a Council member requesting more time, he made the decision to continue the item.

  Mayor Kuretski stated the item should have been continued to the next meeting since it was the Town's item.

  Mr. Kitzerow agreed to have it on the next meeting.

- Termination Letter written to County - Mr. Kitzerow stated he was clear on his direction to write a letter to the County to exercise the 36-month termination option for the Jupiter Fire department and asked if there needed to be a vote to proceed.

  Mr. Baird stated Council could have a vote to direct the Town Manager to send the notice of termination letter.

REPORTS
TOWN MANAGER

Vice-Mayor Delaney motion for the Town Manager to send a written letter to terminate the Interlocal Agreement with Palm Beach County Fire Rescue; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	May	Sundstrom
Yes	Yes	No	Yes

- Cornerstone agreement – Mr. Kitzerow stated an agreement was met regarding the Cornerstone agreement and it would be moving forward.

- Acknowledged Mr. Daniel Baird from the IS department – Mr. Kitzerow acknowledged Daniel for his hard work and the recent Staff Lunch and Learn regarding Artificial Intelligence (AI). He also mentioned the Town would be hosting an AI symposium for local government a week from Wednesday.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS
MAYOR KURETSKI

- Council Vacancy - Mayor Kuretski mentioned the Council vacancy, the letter of opinion from the Town Attorney regarding the Charter and the next regular election, and the appointment process. He stated Council should decide on a process and they had received several candidates that had expressed interest in being appointed.

  Councilor Sundstrom agreed about having the criteria listed out and asked for the interested candidates to provide their address, district, and contact information.

  Mayor Kuretski stated the Town should notify the public for anyone who was interested to submit a letter of interest, resume, and proof of residency.

  Mr. Baird stated the Council had two meetings to deliberate and appoint a candidate.

  Vice-Mayor Delaney asked if the appointee had to be from District 1.

  Mr. Baird stated Council could make it District specific but that was not his interpretation of the Charter.

  Mayor Kuretski mentioned he preferred them to be from District 1.

  Council discussed the timeline.

  Mayor Kuretski suggested to receive submission by September 12, 2023. Council unanimously agreed.

  Councilor May asked the Town to let the News media know since not everyone followed the Town's social media.

  Mayor Kuretski mentioned Staff to reach out to who had already applied to make sure they submitted all the information.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS
MAYOR KURETSKI

- Town Manager's performance evaluation – Mayor Kuretski mentioned Council had an obligation to complete the Town Manager performance evaluation for the year one period that ended May 31, 2023. He stated Council needed to decide on salary adjustment based on performance and for it to be retroactive to June 1, 2023. He shared that he thought Mr. Kitzerow effectively ran Town government well from an overall perspective while also helping deliver several dozen noteworthy achievements. He felt Mr. Kitzerow exceeded expectation on two important accountability areas and met or exceeded expectations in the other areas. He looked forward to the collaborative partnership and performance in the Town and pursing targeted future achievements. He believed with the current Town Manager and Council that they had achieved more in the last year and a half period than any other Council and Town Manager had.

  Vice-Mayor Delaney stated he agreed with everything and that Mr. Kitzerow was a great leader, quick study, and straightened out the culture with Staff. He added the Town was fortunate to have him.

  Councilor Sundstrom read from the written evaluation she provided stating Mr. Kitzerow's leadership during the difficult season had been outstanding. She stated it had been a challenging year and she did not think that without the Town Manager's leadership and support they could have completed many of the strategic and operational items to such a high standard. She was grateful for the work he did.

  Councilor May stated he was supportive and every interaction he had with the Town Manager had been great and had accomplished a lot in the last year and a half.

  Mayor Kuretski mentioned compensation and stated he talked to the Town Attorney regarding the contracts annual cap of two and a half percent. He also mentioned having the Town Attorney amended the contract to remove the annual cap at the discretion of Council.

  Councilor Sundstrom supported removing the limit and wanted to be fair.

  Vice-Mayor Delaney suggested a minimum of five percent increase.

  Councilor May stated he was good with five percent as it brought it in line with Town employee increases.

  Mayor Kuretski stated he supported five percent annual adjustment but based upon the review, suggested a bonus in recognition of achievement.

  Councilor Sundstrom asked about discussing the bonus amount and structure.

  Mayor Kuretski suggested five percent with a $10,000 one-time bonus. Vice-Mayor Delaney agreed.

  Councilor Sundstrom stated she was supportive but would like more context.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS
MAYOR KURETSKI

Councilor May said he was supportive but would like to discuss it with the Town Manager privately before any action was taken.

Mr. Kitzerow thanked Council and appreciated their support. He stated it was a privilege and enjoyed working with Council but could not do any of it without the Town Staff and Department Heads.

COUNCILOR SUNDSTROM

- Old Town Hall – Councilor Sundstrom spoke about Old Town Hall. She stated she did hear what the residents said regarding the playground and that she did not want much to change.

- Town Manager evaluation – Councilor Sundstrom thanked the Mayor for bringing up the Town Manager's evaluation.

  Vice-Mayor Delaney also appreciated the Mayor's efforts regarding the Town Manager's evaluation.

ADJOURNMENT- 10:23 P.M.

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Laura Cahill, Town Clerk