

Town of Melbourne Beach

SPECIAL TOWN COMMISSION MEETING

August 25, 2025 at 5:30 p.m.

COMMUNITY CENTER – 509 OCEAN AVENUE

MINUTES

Commission Members:

Mayor Alison Dennington
Vice Mayor Dawn Barlow
Commissioner Robert Baldwin
Commissioner Anna Butler
Commissioner Tim Reed

Staff Members:

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Town Clerk Amber Brown

1. Call to Order

Mayor Alison Dennington called the meeting to order at 5:07 p.m.

2. Roll Call

Town Clerk Amber Brown conducted roll call

Commission Members Present

Mayor Alison Dennington
Vice Mayor Dawn Barlow
Commissioner Robert Baldwin
Commissioner Anna Butler
Commissioner Tim Reed

Staff Members Present

Town Manager Elizabeth Mascaro
Finance Manager Jennifer Kerr
Fire Chief Gavin Brown
Town Clerk Amber Brown

3. Pledge of Allegiance and Moment of Silence

Mayor Alison Dennington led the Pledge of Allegiance.

4. Public Comments

After being acknowledged by the Mayor, members of the public should state their name and address for the record. The Commission encourages citizens to prepare their comments in advance. Each individual will have three (3) minutes to address the Commission on any topic(s) related to Town business, not on the Agenda.

Frank LaGrassa – 412 First Ave – Spoke against the Fire Department proposal, and played a clip of the song Ave Maria.

Susan Stark – 307 Fifth Ave - Spoke about the concern and discourse caused by social media, and the THINK before you speak mindset; is it True, Helpful, Inspiring, Necessary, and Kind. Suggested there should be a revised Miranda warning read at the beginning of meetings.

Bruce Larson – 1507 Pine St – Asked if this meeting is to pick up where the last meeting left off, or to review the changes made. Spoke about there being mathematical errors.

5. Public Hearings/Special Orders - 14:28

A. Voting on items within the FY 2025-2025 budget

Town Manager Elizabeth Mascaro asked the Commission how they would like to proceed.

Mayor Alison Dennington spoke about pushing the salaries to provide time to review.

Town Manager Elizabeth Mascaro spoke about not pushing it because next week is already September.

Vice Mayor Dawn Barlow recommended going through the updates first, identify what is outstanding, tackle what can be done tonight, and what cannot be done tonight, schedule another meeting.

Commissioner Tim Reed spoke about being prepared to discuss everything at this meeting.

Commissioner Anna Butler made the suggestion to start at the top.

Commissioner Tim Reed spoke about how page 11 had an update for payout, and the number does not match the number on the cover page.

Town Manager Elizabeth Mascaro spoke about how she believes the correct number is \$33,481, but she and the Finance Manager will confirm that.

The Commission reviewed the cover page with the updates.

Town Manager Elizabeth Mascaro said the additional \$100,000 that the Commission had was moved to the long-term capital budget item temporarily until the Commission decides what to do with it.

Commissioner Tim Reed spoke about when this idea was discussed before, the question was, do we put that somewhere else or back in the taxpayers' pockets?

Commissioner Tim Reed made a motion that we take that \$100,000 and we put it back in the taxpayers' pockets;

Vice Mayor Dawn Barlow asked for clarification on the \$200,000.

Town Manager Elizabeth Mascaro spoke about how \$100,000 came from the General Fund and now it is now parked in Fire. The \$50,000 was from the Ryckman Park Fund, and it remains there.

Commissioner Anna Butler seconded;

Bruce Larson – 1507 Pine St – Asked for clarification on the amount and where it is from. Questioned whether this is the best use of the funds. - 25:20

Town Manager Elizabeth Mascaro spoke about how the Ryckman Park \$100,000 was reduced to \$50,000, and the other \$100,000 was put into long-term capital.

Commissioner Tim Reed spoke about how the funds were never allocated in the budget; they just showed up.

Susan Stark – 307 Fifth Ave – Spoke about making sure you consider that there was a public safety issue brought forward by the Chief. Rather than return those funds, leave them in that budget and move it around to help support Chief Brown's request.

Motion failed 2-3 with Vice Mayor Dawn Barlow, Commissioner Robert Baldwin, and Commissioner Anna Butler dissenting.

Commissioner Anna Butler spoke about wanting to lower taxes, but safety is necessary. Would like to put the funds toward the Fire Department.

Vice Mayor Dawn Barlow spoke about it being premature to allocate the money. Does not have a clear understanding of the three categories, which include the fire department, breaking out mill and pave, and stormwater.

Commissioner Robert Baldwin spoke about stormwater projects, and thinks the money is going to go quickly. Thinks we are going to need more money for stormwater.

Commissioner Tim Reed asked where we are going with this. Is this being punted to another meeting?

Mayor Alison Dennington spoke about wanting to not collect it, or it goes to stormwater; otherwise, she will vote against it.

Commissioner Anna Butler spoke about putting it in the General Fund, unrestricted.

Commissioner Robert Baldwin made a motion to table this until the next meeting; No objections.

Vice Mayor Dawn Barlow asked about how revenue is listed as Veterans Memorial, but under expenditures, it's listed as Circle Park Upgrades.

Finance Manager Jennifer Kerr spoke about that being an error. The expenditure will be renamed.

Commissioner Tim Reed spoke about the \$40,000 for seawall repair in Fund 141. It appears to still be in another Fund.

Town Manager Elizabeth Mascaro spoke about the \$40,000 in 341 is for scoping Cherry.

Mayor Alison Dennington spoke about how the Town Manager was going to contact the Town Engineers, and the Town Manager confirmed she had not done that yet.

Commissioner Tim Reed spoke about how we should be engaging the Town Engineers to determine what is the next area in the Town's stormwater that should be addressed.

Mayor Alison Dennington spoke about how it would not be a repair, but instead it would be an assessment. There is no stormwater plan. There should be a restricted fund to build a plan. - 46:35

Town Manager Elizabeth Mascaro said they took the mill and pave \$104,000 out of long-term capital and put it in 351. Said \$50,000 would be going into Fund 175 for playground equipment.

Mayor Alison Dennington confirmed \$9,660 is the remaining ADA compliance amount.

Town Manager Elizabeth Mascaro said it covered everything but the doors. It covered the porch, the paving, the signs, and anything to do with ADA compliance.

Commissioner Tim Reed spoke about Fund 351, the Riverside work, and asked where the money came from.

Town Manager Elizabeth Mascaro spoke about how Riverside was paid out of Fund 341, but to show the cost when the Fund was split, the figures are listed in FY25.

Commissioner Tim Reed asked where the \$104,000 came from.

Town Manager Elizabeth Mascaro spoke about how it is in increments of \$52,000, and there are 2 increments remaining.

Vice Mayor Dawn Barlow spoke about wanting the details on the breakdown.

Town Manager Elizabeth Mascaro said she would provide that information to the Commission.

Commissioner Tim Reed asked about the transfer in Fund 341 in the amount of \$318,205. - 56:14

Town Manager Elizabeth Mascaro spoke about how that number is the leftover and fluctuates when the other numbers change.

Commissioner Tim Reed verified the millage rate is 4.6000. Asked questions about the police salary for the SRO, Police Officer 7, and Differential being paid out of Fund 172. All of the employment costs for the police department should be carried in Department 21. Said there is \$80,934 not represented here that is in Fund 172. Needs to show a transfer for where the funds are being paid from in order to have a complete picture.

Commissioner Tim Reed made a motion that we do those updates in this workbook to show those line items for Department 21;

Commissioner Robert Baldwin spoke about how the Town would not have an SRO if Brevard County did not pay for it, so that should not be shown in the Department.

Commissioner Tim Reed disagreed and said it is a Police expense, so it should be reflected in that department.

Finance Manager Jennifer Kerr said the SRO is paid by the Brevard County Sheriff's Office, and that goes into the General Fund. The SRO person is paid out of 21.

Mayor Alison Dennington asked about complaints of the grass not being mowed at Gemini Elementary.

Town Manager Elizabeth Mascaro spoke about how the mowing at the school is done by Brevard County.

Commissioner Robert Baldwin clarified that if the SRO officer is in the fund, it is just the other Police Officer funded by parking that is not in this fund.

Finance Manager Jennifer Kerr said that could be done and explained that there would be a transfer from 172 to the General Fund to cover the cost.

Commissioner Robert Baldwin seconded;

Bruce Larson – 1507 Pine St – Spoke about this being about transparency to see how much it costs to have police. Separately, list the transfers for where the funding is coming from. - 1:07:50

Motion carried – 5-0.

Commissioner Tim Reed spoke about needing clarification on the correct payout number. On page 33, Fund 107, Circle Park Upgrades is going to be renamed.

Mayor Alison Dennington spoke about removing the Town Manager's gas and oil stipend of \$4,400.

Finance Manager Jennifer Kerr said the Town Manager was not the first Town Manager to have that stipend.

Vice Mayor Dawn Barlow said this needs to be updated on what the Commission agrees on in the search criteria they are going to publish.

Mayor Alison Dennington spoke about wanting the number for each subscription.

Finance Manager Jennifer Kerr spoke about being able to add the number of licenses for the various subscriptions.

Town Manager Elizabeth Mascaro spoke about how BSA is only one license for the Town.

Commissioner Tim Reed asked the Vice Mayor if she could share her summary of what is on the to-do list.

Vice Mayor Dawn Barlow spoke about the \$150,000 and where it's going, breakdown between stormwater and mill and pave, salaries, and the number held in the Fire Department, changes in the Police Officer being funded and being shown in the Police Department, and adding the number of licenses captured throughout.

Commissioner Anna Butler spoke about having the Town Manager reach out to the Town Engineers to get a quote for stormwater.

Mayor Alison Dennington spoke about still waiting for more employee evaluations.

Commissioner Robert Baldwin verified they have the 6 employees who have a higher than 3% proposed. - 1:18:50

Mayor Alison Dennington said the Town Manager was also going to get the prior Police Chief Griswold's evaluation.

The Commission discussed and scheduled 2 Special Meetings on September 3rd and a TCW on September 10th at 5:30 pm.

Bruce Larson – 1507 Pine St – Spoke about the bottom of page 23 in regards to covering the Town's portion of the SAFER grant. Year 2, you're going to be \$150,000 short due to not having the sale of vehicles, and in year 3, you will be short \$500,000. This is a complex decision and needs justification, and demands that the mathematics is right. - 1:30:25

6. Adjournment

Commissioner Robert Baldwin moved to adjourn; Vice Mayor Dawn Barlow seconded; Motion carried 5-0.

Meeting adjourned at 6:39 pm.



Alison Dennington
Mayor

ATTEST:



Rachel Pembrook (Sep 16, 2025 11:27:51 EDT)
Rachel Pembrook
Transcriptionist

