

# **Town of Melbourne Beach**

## **SPECIAL TOWN COMMISSION MEETING**

### **November 21, 2025 at 2:00 p.m.**

### **COMMUNITY CENTER – 509 OCEAN AVENUE**

## **MINUTES**

### **Commission Members:**

Mayor Alison Dennington  
Vice Mayor Terry Cronin  
Commissioner Anna Butler  
Commissioner Tim Reed  
Commissioner Sherri Quarrie

### **Staff Members:**

Interim Town Manager Lisa Frazier  
Town Attorney Ryan Knight  
Town Clerk Amber Brown

#### **1. Call to Order**

Mayor Alison Dennington called the meeting to order at 2:00 pm.

Recess 2:02 pm – 2:05 pm

#### **2. Roll Call**

Deputy Town Clerk Cyd Cardwell conducted roll call

#### **Commission Members Present**

Mayor Alison Dennington  
Vice Mayor Terry Cronin  
Commissioner Anna Butler  
Commissioner Tim Reed  
Commissioner Sherri Quarrie

#### **Staff Members Present**

Town Attorney Ryan Knight  
Deputy Town Clerk Cyd Cardwell

#### **3. Pledge of Allegiance, Moment of Silence, and the Civility Pledge**

Mayor Alison Dennington led the Pledge of Allegiance and read the Civility Pledge.

#### **4. Public Comments**

#### **5. New Business**

##### **A. Candidate selection to move forward with interviews for the Town Manager position**

Jim Dinneen of MGT conducted a presentation about the process to select the candidates recommended for interview. He spoke about the 79 applicants narrowed down to 8 and the 1 that dropped out. He interviewed the recommended candidates personally. He spoke about most municipalities interviewing between 3-5 candidates and how the recommended candidates are grouped into most qualified versus qualified.

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Mayor Alison Dennington spoke about interviewing all 7, since there is a potential for more dropouts, and asked how often MGT sees candidates drop out of the process.

Jim Dinneen spoke about being very clear with candidates on salary and there not being room for salary negotiation. He also spoke about knowing which candidates have other job offers on the table. He spoke about 7 candidates being doable, but it is a very long day for the Commission, and he spoke on his process for the flow of the interviews.

Mayor Alison Dennington spoke about the public knowing that the Commission did its due diligence on interviewing candidates.

Commissioner Sherri Quarrie asked if all 7 interviews need to be conducted in one day.

Jim Dinneen recommended conducting them in one day for transparency, but the Commission wouldn't have to make decisions that day. They can also call candidates back for second interviews.

Vice Mayor Terry Cronin asked about the thought process for MGT passing over candidates who are currently employed as town or city managers elsewhere.

Jim Dinneen spoke about his ability to find out things that may not be on paper when he does his phone interviews.

Jim Dinneen spoke about speaking with the Commission and Town staff and having an idea of who would fit our culture.

Commissioner Anna Butler asked if the 4-3 split between very qualified and qualified is quantitative or more of an art.

Jim Dinneen replied yes and spoke more about his phone interview process.

Mayor Alison Dennington spoke about liking candidates with local municipal experience.

Commissioner Tim Reed asked for confirmation that the order in which the candidates are listed is not a ranking.

Jim Dinneen confirmed this.

Mayor Alison Dennington asked for all candidates who met the minimum requirements.

Jim Dinneen spoke about that being confusing and his confidence in the 7 recommended.

Commissioner Sherri Quarrie asked if relocation was offered.

Jim Dinneen replied that it could be part of the benefit package if the Town wants, but it's a bridge for them to cross later.

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Jim Dinneen spoke about the types of questions he asks and what he looks for during his phone interviews.

The first candidate that Jim Dinneen presented was David Bridle.

The second candidate presented was Sherry Burroughs. Followed by a discussion.

The third candidate presented was Peggy Castano. Followed by a discussion.

The fourth candidate presented was Lisa Frazier. Followed by a discussion.

The fifth candidate presented was Chris Edwards. Followed by a discussion.

The sixth candidate presented was A. Marie Smith. Followed by a discussion.

The seventh candidate presented was Tim Thomas. Followed by a discussion.

Commissioner Tim Reed asked why the candidates' references were redacted.

Jim Dinneen explained that MGT does not share them for the sake of privacy, but that they are checked.

Mayor Alison Dennington asked how they are checked and if every single one is.

Jim Dinneen confirmed that the corporate office contacts some but not all, and that they did not receive a single negative reference for any of the chosen candidates.

Mayor Alison Dennington spoke about local candidates not being selected.

Jim Dinneen said the local candidates may meet the minimum requirements, but did not compare to the 7 presented for consideration.

Jim Dinneen spoke about going back out for more candidates if none of the 7 pan out, but that salary and Town controversy also affected interest.

Vice Mayor Terry Cronin suggested interviewing the best 4 first and going back to the well if they don't work out.

Mayor Alison Dennington had concerns that the other 3 may not be interested if they are not part of the first round of interviews. She also spoke about the process for creating the interview questions.

Commissioner Tim Reed spoke about focusing on selecting the applicants to interview.

Mayor Alison Dennington spoke about 7 candidates making for a long day of interviews, but maybe less so if they had questions prepared in advance.

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Jim Dinneen spoke about the less qualified candidates not currently being employed, so they would probably be willing to be called to interview if the first round of candidates doesn't pan out.

Commissioner Sherri Quarrie asked Commissioner Tim Reed if he is comfortable interviewing the two candidates from the Interim Town Manager search.

Commissioner Tim Reed spoke about not bringing back the two that were interviewed for the Interim Town Manager position; he wants to interview candidates 1, 2, 6, and the current Interim Town Manager.

Vice Mayor Terry Cronin asked for clarification on which candidates by name Commissioner Tim Reed wants to interview.

Commissioner Tim Reed named Bridle, Burroughs, Smith, and Frazier.

Commissioner Anna Butler spoke about interviewing Interim Town Manager Lisa Frazier this round for fairness, even though she has already interviewed.

Commissioner Sherri Quarrie asked to add candidate 7, Tim Thomas, to the interviews.

Mayor Alison Dennington named candidates Bridle, Burroughs, Frazier, Smith, and Thomas as the ones she wants to interview.

Vice Mayor Terry Cronin asked the Commission for confirmation that Castano and Edwards would not be selected for interviews.

Commissioner Sherri Quarrie asked if Commissioner Tim Reed is against including candidate 7, Tim Thomas.

Commissioner Tim Reed was okay with adding Thomas to the interviews.

Jim Dinneen spoke about the process to bring in the candidates and how the Commission could provide the questions they want to ask.

Mayor Alison Dennington asked for confirmation that all Commissioners were OK with interviewing candidates Bridle, Burroughs, Frazier, Smith, and Thomas.

Commissioner Sherri Quarrie asked if candidates are expected to stay all day at the Town. Jim Dinneen confirmed yes, they should stay all day.

Mayor Alison Dennington mentioned some communities allowing a time for the public to speak with candidates.

Jim Dinneen replied that he has seen it done the night prior to interviews, so residents can provide comment cards to the Commission with data collected by Town staff.

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Commissioner Anna Butler asked for confirmation that Jim Dinneen is able to be neutral with the current Interim Town Manager.

Jim Dinneen confirmed yes and mentioned that she is unable to participate in the overall candidate process.

**Commissioner Tim Reed made a motion to select the five candidates Bridle, Burroughs, Frazier, Smith, and Thomas; Commissioner Sherri Quarrie seconded;**

***Terry Wooldridge – Indian Harbour Beach – Spoke about his qualifications and applying at the recommendation of two executive employees, and MGT never called him. Spoke about being disappointed that he was not chosen for consideration or interview.***

***Dawn Barlow – 1710 Pine St. – Spoke about there being candidates who weren't deterred by not making the first round for Interim Town Manager hiring. She also spoke about which candidates she recommended for interviews.***

The Commission agreed to suspend the 3-minute public comment time limit since Dawn was part of the earlier candidate search discussions as the former Vice Mayor.

A discussion ensued regarding two of the recommended candidates.

**Motion carried 5-0.**

A discussion ensued regarding candidates not recommended by MGT.

Mayor Alison Dennington requested resumes for some of the candidates that MGT did not bring forward.

A discussion ensued about scheduling the interviews and the interview process.

## 6. Adjournment

**Vice Mayor Terry Cronin moved to adjourn; Commissioner Anna Butler seconded; Motion carried 5-0.**

Meeting adjourned at 4:27 pm.



Alison Dennington  
Mayor

ATTEST:



Cyd Cardwell  
Deputy Town Clerk

