



# Town of Melbourne Beach

## **TOWN COMMISSION WORKSHOP**

**MONDAY, NOVEMBER 13, 2017**

**at 11:00 a.m.**

**TOWN HALL MASNY ROOM – 507 OCEAN AVENUE**

## **MINUTES**

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Mayor Jim Simmons  
Commissioner Tom Davis  
Commissioner Wyatt Hoover  
Commissioner Sherri Quarrie  
Commissioner Steve Walters

Interim Town Manager Elizabeth Mascaro  
Town Clerk Nancy Wilson

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## **PUBLIC NOTICE**

**The Town Commission conducted a Town Commission Workshop**

**At 11:00 a.m. on Monday, November 13, 2017 in the**

**Town Hall Masny Room**

**located at 507 Ocean Avenue to address the items below.**

**I. Call to Order – Led by Mayor Simmons**

Mayor Simmons called the meeting to order at 11:00 a.m.

**II. Roll Call**

Building Clerk Crowell led the roll call.

Commissioners Present:

Mayor Jim Simmons  
Commissioner Steve Walters  
Commissioner Wyatt Hoover  
Commissioner Sherri Quarrie

Staff Present:

Building Clerk Beth Crowell

Commissioner Absent:

Vice Mayor Tom Davis

**III. Pledge of Allegiance and Moment of Silence**

Led by Mayor Simmons

**IV. Public Comments**

Nobody asked to speak

**V. New Business**

**A. Town Manager Applicant Interview**

Mayor Simmons explained our interview process. The interview is one hour long. The applicant is given 5 minutes to introduce himself after which the Commission members, on a rotating basis, ask questions. Approximately 15 minutes before the end of the meeting, the applicant is allowed time to make closing remarks.

At 11:00 a.m, the interview with Richard Giroux commenced. Mr. Giroux gave a 5 minute opening statement. The Commission began asking their questions starting with Mayor Simmons. Mr. Giroux was asked a total of 10 questions and gave a 6 minute closing remark. The interview ended at 11:52 a.m.

The Commission agreed by consensus to follow the November 15<sup>th</sup> meeting with a Special Meeting. The agenda item was to read: "Discussion and possible action of Town Manager position"; no backup information was needed, just an agenda.

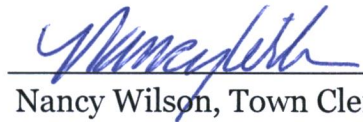
**VI. Adjournment**

**Commissioner Quarrie made a motion to adjourn; Commissioner Walters seconded. Motion carried 4-0.**

Meeting adjourned at: 11:58 a.m.

ATTEST:

  
James D. Simmons, Mayor

  
Nancy Wilson, Town Clerk