

# **Town of Melbourne Beach**

**TOWN COMMISSION WORKSHOP  
WEDNESDAY DECEMBER 4, 2019 at 6:00 p.m.  
MASNY ROOM – 507 OCEAN AVENUE**

## **MINUTES**

### **PUBLIC NOTICE**

**The Town Commission conducted a Town Commission Workshop  
on Wednesday December 4, 2019 in the Masny Room  
to address the items below.**

**Commission Members:**

Mayor Jim Simmons  
Vice Mayor Wyatt Hoover  
Commissioner Steve Walters  
Commissioner Sherrie Quarrie  
Commissioner Corey Runte

**Staff Members:**

Town Manager Elizabeth Mascaro  
Town Clerk Nancy Wilson

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

Mayor Simmons called the meeting to order at 6:00 p.m.

**II. Roll Call**

Town Clerk Wilson conducted the roll call.

Commissioners Present:

Mayor Jim Simmons

Vice Mayor Wyatt Hoover

Commissioner Sherri Quarrie

Commissioner Corey Runte

Commissioners Absent:

Commissioner Steve Walters

Staff Present:

Town Manager Elizabeth Mascaro

Town Clerk Nancy Wilson

Labor Attorney Andy Hament

Fire Department representatives present:

Gavin Brown, Fire Chief

John Miller, Fire Three

Dave Micka, Safety Coordinator (previous Fire Chief)

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

Led by Mayor Simmons

**IV. Public Comment**

No public comments

**V. Old Business**

- A. Continued discussion regarding Fire Department stipends with input from Labor Attorney Andy Hament – Town Manager Mascaro

Town Manager Mascaro said she's discussed the stipend issue with Mr. Hament focusing on the financial ramifications on the Town. It has been determined that volunteers who receive stipends can't be considered 1099 employees per IRS regulations. However, the Department of Labor says that individuals can be considered volunteers even if they receive a nominal fee

(amount not exceeding 20% of the total compensation that the employer would pay to employ a full time firefighter). We want to recognize and incentivize their value without putting the Town in financial or legal jeopardy.

The Fire Department's concern is that there won't be enough volunteers to keep the Department running if we can't maintain a professional and quality department. Volunteers are hard to come by and backfilling with young people trying to get their certifications is great but they leave as soon as a job opportunity arises. There's a small cadre of dedicated volunteers but not enough to sustain the department into the future.

Mr. Hament didn't think that a retirement plan would offer sufficient incentive to attract young volunteers. He said there a lot of options so the Fire Department should decide what would work best for them then determine if it would work both financially for the Town and legally. He added that there are a lot of ways to incentivize volunteers such as: reimbursing expenses, providing retirement or health benefits, paying a stipend, etc. If a stipend is paid, there is no way around the W2 requirement. An hourly rate can't be paid but they volunteers could be paid by call or on a monthly basis. The key is that compensation is not tied to performance if minimum requirements are set.

After a considerable amount of conversation, it was decided that the Town Manager, Labor Attorney and the Fire Department would work together to come up with options that kept costs at or below the \$75,000 budgeted amount (\$100,000 - \$15,000 for weekend employees - \$10,000 for training). Neighboring communities will be contacted for both salary and possibly stipend data. Cost to provide health insurance will be calculated and LOSAP costs, other benefit costs, deductions and other variables will be factored into each option presented. All options must also fall below the 20% threshold established by the DoL. Mr. Hament also suggested that some plans are conditioned solely on budget which would leave the disbursement of funds entirely up to the Fire Department.

Once viable options are presented to the Commission, they will then vote on the one best suited for the Town and Fire Department.

B. (Add on) Consideration of *Citizen of the Year* nomination form and guidelines - Town Manager Mascaro

The Town Manager was tasked with developing guidelines for the *Citizen of the Year* program that was given back to the Town by the Rotary Club to manage. She read the new guidelines:



1. In November of each year, a nomination form will be sent to each Commissioner, the Chairman of each Town Board and Town Hall staff to nominate individuals for the Citizen of the Year award.
2. Nominations must be received in Town Hall by February 1<sup>st</sup>.
3. Nominee applications will be reviewed by a board comprised of 2 Commissioners, 2 staff members, and 1 Board member (chosen from a different Board each year). The board will meet to discuss the nominations and choose a winner. The winner will be announced on Founder's Day.
4. To be eligible, the person nominated must be a resident of Melbourne Beach. The Award recognizes individuals that have made noteworthy contributions during the year and/or over the past five years. Selection criteria should include community services that contribute to the advancement and well-being of the community, ongoing community leadership and involvement.

**The Commission approved of the nomination form and guidelines as presented. 4-0.**

**VI. Adjournment**

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

The meeting adjourned at 7:19 pm

**ATTEST:**

  
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**James D. Simmons, Mayor**

  
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**Nancy Wilson, Town Clerk**