MINUTES
Dewey Beach Town Commissioners Executive Session and
Town Commissioners Meeting
Dewey Beach Life Saving Station
#1 Dagworthy Avenue
Dewey Beach, DE 19971
Saturday, October 8, 2016
Executive Session will be held 8:30a.m.-8:45A.M.
Town Commissioners Meeting will begin at 9:00A.M.

Convene Town Commissioners Meeting 8:30A.M.

Roll Call Present: Commissioner Riordan, Commissioner Hanson, Commissioner Dunmyer, Commissioner Persinger, Mayor Cooke, Town Manager Marc Appelbaum, Town Solicitor Fred Townsend

Adoption of Agenda Audio Recording Mark (ARM): 02:37 Audio 1 of 2: Motion to move agenda item number 7 to take place between agenda item numbers 2 and 3 during Executive Session.

Convene Executive Session 8:30A.M.

In accordance to 29 Del. C. §10004 (b) (4) the Town Commissioner’s will be meeting in executive session to hold strategy sessions involving legal advice with respect to pending litigation where an open meeting would have an adverse effect on the Town's litigation position.

1. Discussion of pending litigation pursuant to 29 Del. C. §10004 (b) (4).

2. Close Executive Session

Re-Convene Town Commissioners Meeting 9:00A.M. ARM: 00:08 Audio 1 of 2: Town Commissioners Meeting re-convened.

Opening ceremonies/Pledge/Moment of Silence ARM: 00:21 Audio 1 of 2

Approval of August 12, 2016 Town Commissioner Meeting Minutes ARM: 03:21 Audio 1 of 2: Motion by Commissioner Dunmyer to approve the August 12, 2016 Town Commissioner Meeting Minutes. Seconded by Commissioner Riordan. The vote carried unanimously.

Approval of September 9, 2016 Town Commissioner Meeting Minutes ARM: 04:19 Audio 1 of 2: Motion by Commissioner Dunmyer to approve the September 9, 2016 Town Commissioner Meeting Minutes. Seconded by Commissioner Hanson. The vote carried unanimously.

Approval of September 24, 2016 Town Commissioner Organizational Meeting Minutes ARM: 04:36 Audio 1 of 2: Motion by Commissioner Hanson to approve the September 24, 2016 Town Commissioner Organizational Meeting Minutes with changing the language of “Alderman” to state “Assistant Alderman” throughout the minutes. Seconded by Commissioner Persinger. The vote carried unanimously.
Announcements and Updates: ARM: 05:56 Audio 1 of 2:
- Compliant state of Police Department facilities and erroneous reported comments to the contrary Announcement by Mayor Cooke
- Dewey Beach participation in the Rehoboth Beach Jazz Festival Announcement by Town Manager Marc Appelbaum
- Dewey Goes Pink Announcement by Town Manager Marc Appelbaum
- End of Season Beach Party Update by Mayor Cooke
- Accommodation Tax reminder Update by Town Manager Marc Appelbaum
- Town Manager Workshop follow-up Update by Town Manager Marc Appelbaum

Regular Agenda:

1. **Discuss and possibly vote to approve the beach concession contract.** ARM: 27:53 Audio 1 of 2:
   Discussion began. No vote. A final beach concession contract will be presented at the November 2016 Town Commissioner Meeting.

2. **Discuss and possibly vote on Committee Guidelines.** ARM: 33:21 Audio 1 of 2: Discussion began.
   Commissioner Hanson asked that the name of “Committee Guidelines” is changed to “Committee Administrative Procedures”. ARM:40:12: Motion by Commissioner Dunmyer to approve the draft Committee Guidelines generally, with agreement on philosophy and intent. Seconded by Commissioner Persinger. The vote carried unanimously.

3. **Discuss with Planning and Zoning:**
   a. Conditional Use process
   b. Building Permit process
   ARM: 45:07 Audio 1 of 2: Discussion began. Continued onto Audio 2 of 2. Consensus among Commissioners 1) To give autonomy to the Town Manager to forward Conditional Use application requests concurrent with Commissioners, 2) Have Planning and Zoning come up with a list of requirements that are needed when a Conditional Use application is submitted, 3)Require that Planning and Zoning does not schedule a Conditional Use Hearing until they have all required documents, 4) Further review what costs the applicant will be responsible for. This topic will be further discussed at the November 2016 Town Commissioner Meeting.

4. **Review current Residential Rental License application, and discuss any changes to consider.**
   ARM: 20:18 Audio 2 of 2: Discussion began. Town Manager Marc Appelbaum asked Town Commissioners to give him feedback prior to the November 2016 Town Commissioners Meeting.

5. **Review current Business License application, and discuss any changes to consider.** ARM: 32:00 Audio 2 of 2: Discussion began. Town Manager Marc Appelbaum asked Town Commissioners to give him feedback prior to the November 2016 Town Commissioners Meeting.

6. **Discuss trash initiative** ARM: 39:28 Audio 2 of 2: Discussion of items 6a -6d began. This topic will be further discussed at the November 2016 Town Commissioner Meeting.
   a. Discuss single source vendor for residential trash program.
   b. Discuss recommendations from the trash Request For Proposal (RFP).
   c. Discuss trash enclosures and dumpsters to be off the public right of way.
d. Discuss timeline for trash initiative.

7. Discuss and possibly vote to appoint a new member to the Planning and Zoning Commission. ARM: 42:26 Audio 1 of 2: Motion by Commissioner Riordan to re-appoint Don Gritti as a member of the Planning and Zoning Commission. Seconded by Commissioner Hanson. The vote carried unanimously.

8. Discuss and possibly vote to appoint 2 new members to the Marketing Committee. ARM:57:25 Audio 2 of 2: Motion by Commissioner Hanson to appoint Rich Cropper and Drew Martin as members of the Marketing Committee. Seconded by Commissioner Persinger. The vote carried unanimously.


10. Commissioners Comments ARM: 59:59 Audio 2 of 2
    a. Commissioner Gary Persinger: Comments
    b. Commissioner Mike Dunmyer: Comments
    c. Commissioner Diane Hanson: Comments
    Town Manager Marc Appelbaum: Comments
    d. Commissioner Courtney Riordan: No Comments
    e. Mayor Dale Cooke Comments

11. Adjourn Town Commissioners Meeting ARM: 1:11:43 Audio 2 of 2: Motion by Commissioner Dunmyer to adjourn Town Commissioners Meeting. Seconded by Commissioner Persinger. The vote carried unanimously.