



BOARD OF TRUSTEES MEETING MINUTES

March 21, 2024

Call to Order

The meeting was called to order at 6:30 p.m. via Microsoft Teams.

1. Roll Call

The following Trustees were present via Microsoft Teams: Mayor Jones, Trustee Farreau, and Trustee Goddard.

The following Trustees were present in person: Mayor Jones, Trustee Herold, Trustee Schultz, and Trustee Thompson. Trustee Cockrell was not present for roll call but joined at 6:31.

A quorum was present.

2. Motion to Amend the Agenda

Mayor Jones made a motion to remove Discussion item 4 c Developmental Standards from the agenda; Trustee Thompson seconded the motion, which passed unanimously.

3. Audience Participation

None

4. Consent Agenda

a. Minutes – March 7, 2023

Mayor Jones moved to approve the Consent Agenda, with a second from Trustee Schultz. The motion passed unanimously.

6. Discussion

a. Website Accessibility Audit

Town Administrator Proctor introduced the memo but advised that based on new information provided by Town Attorney Hoffman, staff has more questions about this topic. Staff will continue to work on this item and bring it back at a future meeting.

b. Tree Trimming Estimates –

After discussion, the Board asked the staff to get revised quotes from each vendor to include only street side trimming of trees that present a public hazard.

7. Reports

a. Mayor Jones reported that CML is asking for support from elected officials on certain land use issues.

- b. Members of the Town Board
 - ii. Trustee Thompson reported that a couple of trees in the open space are down. Potentially Mile High Flood District will take care of those.
 - iii. Trustee Cockrell reported on the latest DRCOG meeting which focused on freight-related issues.
 - iv. Trustee Schultz reported that during the recent snow storm a delivery truck got stuck and as a result some ruts along the side of the roads were created. Staff will let SEH know about the new issue.
 - v. Trustee Herold asked for an update on the parking lot repairs in The Foxfield Village Center. Staff will reach out to the property manager for an update.
- c. Staff
 - i. Town Administrator Proctor shared that the new gate vendor provided a preliminary quote for suggested repairs and improvements for the gates. Once a finalized quote is received staff will provide an update. The 2023 financial audit was completed.
 - II. Town Clerk Schmitz highlighted that labor laws and other regulations kick in once an employer exceeds fifteen employees. At the end of last year, the Town had thirteen employees.

8. Future Agenda Items

- a. Tunnel and sidewalk repairs
- b. MHFD follow-up
- c. Speed mitigation
- d. Digital Accessibility
- e. Culvert follow-up
- f. Engineering RFP for 2025
- g. Study session for code definitions regarding accessory structures and vehicles

9. Adjournment

- a. Mayor Jones adjourned the meeting at 7:17 p.m.

A handwritten signature in black ink, appearing to read 'KMS', written in a cursive style.

Kathleen Schmitz, Town Clerk

A handwritten signature in black ink, appearing to read 'Lisa Jones', written in a cursive style.

Lisa Jones, Town Mayor