

TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
WORKSESSION
MARCH 3, 2003
7:00 P.M.

Mayor May called the meeting to order and stated the purpose of the meeting was to establish conditions for the new manager to meet.

ATTENDANCE

Mayor Nancy R. May, Commissioner Burnice Griffin, Jr., Max Cotten, Chris Walker, Attorney/Interim Manager Paul S. Messick, Jr. and Town Clerk Alice F. Lloyd.

Commissioner Cotten had prepared a list of his feelings regarding a new manager.

Commissioner Cotten stated Mr. Messick has served the time he agreed to serve.

Mayor May stated Bill Sutton will hopefully be available in 2 weeks.

Commissioner Cotten stated he has some reservations about Bill Sutton.

Commissioner Cotten asked that Attorney Messick contact the League for a list of people available for the short term.

Mayor May stated we need someone with good communication skills and who is good at working with the public.

Commissioner Cotten stated communication is a two way street, the board has as much of a need to communicate as the manager does. He did not think that was done in the past.

Motion made by Commissioner Walker seconded by Commissioner Griffin that a combination of resume' and structured questions be the application used to apply for the position.

Vote Aye-3 Nay-0

Motion made by Commissioner Walker seconded by Commissioner Griffin to send out the structured application to the one's who have already mailed in their resume'.

Vote Aye-3 Nay-0

Motion made by Commissioner Walker seconded by Commissioner Griffin that the following be included in the structured application:

- Management Philosophy.
- Management successes and disappointment.
- Knowledge of federal and state laws and regulations.

- Expertise in critical areas of potable water, wastewater, streets, and solid waste
- Growth Management Philosophy.
- Budget preparation and administration.

Vote Aye-3 Nay-0

Motion made Commissioner Cotten seconded by Commissioner Griffin to adjourn.

Vote Aye-3 Nay-0

Mayor

ATTEST:

Clerk