



## TOWN OF PITTSBORO

The Pittsboro Board of Commissioners met in Special Session on Tuesday, **September 12, 2022** at 5:30 pm at Central Carolina Agricultural Center with Mayor Cindy Perry presiding. The meeting was called to order at 5:40 pm.

**ELECTED TOWN OFFICIALS PRESENT:** Mayor Cindy S. Perry, Mayor Pro Tem Pamela Baldwin, Commissioners John Bonitz, Commissioner Jay Farrell, Commissioner James Vose and Commissioner Kyle Shipp.

**TOWN STAFF PRESENT:** Public Information Officer Colby Sawyer, Town Clerk Carrie Bailey.

Mr. Stephen Straus of Developmental Associates and Ms. Andrea Surratt, DA Senior Consultant met with the Board via zoom to gathered key challenges and opportunities the Mayor and the Board of Commissioners felt were a priority for consideration when interviewing for a new Town Manager.

Items that the Mayor and Board felt were key challenges and opportunities were utility infrastructure, upstream unregulated contamination from Greensboro, water and wastewater capacity and quality, Sanford Water Main, new unattainable drinking water standards, waterline replacement/repairs for existing Town residents, additional staffing, infrastructure challenges, balance growth in and outside the district, strategic staffing plan, capital improvement plan, smart growth, utilization of downtown and district, economic and efficient buildings, affordable housing and job growth.

Mayor Pro Tem Pamela Baldwin arrived at 5:54pm.

Mr. Straus and Ms. Surratt then asked the Mayor and Board members to provide three to five items that were of priority within the first year. Items provided were Sanford Water Main, Strategic planning, updating current plans of items such as Parks and Recreation, Master UDO and Transportation. Additional items are communication with Chatham County government, communication with staff and community, develop and train advisory boards, gathering citizens input, efficient and effective use of Town website.

The Mayor and Board were then asked to describe key qualifications that the Mayor and Board were looking for in a Town Manager. Qualifications were water and wastewater experience, and experience with town growth with limited funding.

The Mayor and Board were then asked to share other key knowledge or skills a potential new hire shall possess, and the Mayor and Board determined leadership development, a strong professional network, experience with similar sized growth, high regard for the qualities of small towns such as Pittsboro, and communication with the Mayor and Board with more regularity.

A request was made by Developmental Associates to interview Department Chairs and Town Manager Chris Kennedy by the end of the week.

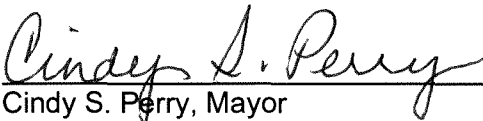


The employment listing would then be published, and top potential candidates would be presented to the Mayor and the Board of Commissioners in late November to early December in closed session.

**ADJOURNMENT**

***Commissioner Bonitz made a motion to close special session at 6:59pm, seconded by Commissioner Bonitz.***

***Vote: Aye-5 Nay-0 Motion passed unanimously.***

  
Cindy S. Perry, Mayor

ATTEST:

  
Carrie L. Bailey, Town Clerk

