



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Special Meeting Public Input on Town Manager's Search 6:00 PM Tuesday, August 17, 2021 - Virtual Minutes

Call To Order

Mayor Newton called the meeting to order

Roll Call

Town Clerk Allen Coleman called roll and declared a quorum present for the meeting.

PRESENT

Mayor Everette Newton

Commissioner Sharon Harker

Commissioner Ann Carter

Commissioner Marianna Hollinshed

Commissioner John Hagle

Agenda Approval

Commissioner Hagle made motion to approve agenda, motion carried unanimously.

Purpose Review

Mayor Newton: Our current town manager has done a spectacular job of getting this into a long-term planning and budgeting cycle. We've cleaned up our waterways, we're fixing infrastructure, a lot of great things are happening in the Town of Beaufort, John Day is going to be retiring. And just as a characteristic of his great leadership, he is setting us up for success by getting started to search for a new town manager. With that being said, I'd like to turn this meeting over to Ellis Hankins to help guide us through this process, again, the intent being this evening to hear from the public on your expectations.

Ellis Hankins: I enjoyed talking individually to each of you today about the search, and what you all believe the board ought to be looking for in your next town manager, background qualifications, personal characteristics, and surely hands on relevant experience. Beaufort operates under the council manager form of

government. And that means a division of responsibility between the elected governing body and the appointed town manager. Citizens elect the mayor and board to make the policy decisions, approve the budget, appoint the manager, and generally oversees operations and services. The town manager who's appointed by the board recommends the budget. And then once the board approves it, administers the approved budget, appoints, and supervises department directors and generally directs operations and services under the policies and priorities of the town board. I gave you all today a draft job ad, and couple of you made suggestions about minor changes to that. So, if you're comfortable with that, and you see fit to approve it, very soon, it'll be time to place that job ad in several places. Then with the recruitment brochure when it goes through a couple of drafts and we have nice photographs, and you all approve it. Then we'll send it to everybody we can think of and that starts this process of active recruiting. We will keep you informed of our progress. We've set a soft application deadline of October 12. I have proposed a meeting with the council around October 20, for me to talk with you all in a closed session about strong candidates. Then once you narrow it down further, I will do a more in-depth background check. Hoping for interviews to start around November 8. Part of our contract is to assist you all in negotiating terms of employment.

All Commissioners: No questions or comments at this time.

Allan Coleman: Emails that have been received will be forwarded to Ellis Hankins.

Public Comments

Dr. Barbara Garrity Blake: I live Down East in Gloucester, I'm not a Beaufort resident. But I've had the pleasure of working with town residents and staff as part of the Z Smith Reynolds funded Eastern Carteret collaborative effort. I very much hope that the New Town Manager for Beaufort is someone who prioritizes meaningful community engagement and outreach. Also, I hope that the new manager is someone who sees the big picture, and values working collaboratively across boundaries for a stronger, more resilient Eastern Carteret region. I have seen a shift in people's attitudes toward Beaufort, including the willingness to work with town staff and citizens, and I've seen some strengthening trust in that relationship.

Mayor/Commissioner Comments

Commissioner Carter: I was very impressed talking with Mr. Hankins today and he's got a job ahead of him because I know, we want perfection, and I'm not sure where he's going to find it. But I really appreciated that.

Commissioner Harker: Yes, after speaking with Ellis today, I feel that we're in good hands, he seems to be able to gather the information and try to put it together for us, seems to be coaching us to be a little more open minded, which I think is very important for us to be able to do that.

Commissioner McDonald: I appreciate the opportunity to speak with him this afternoon

Commissioner Hagle: I'm tickled with the process and look forward to moving along.

Commissioner Hollinshed: I think we'll have a good and open process. I am floored that we have no more comments than we've had tonight. Folks always want to be heard and insist sometimes on being heard.

Mayor Newton: John Day was hired before I became mayor. And I will tell you that it has been a tremendous opportunity to work with John and all the great things that he has done for this community.

Adjourn

Commissioner Harker makes motion to adjourn – motion approved unanimously.

Mayor

Deputy Clerk