

Minutes
Town Board Special Meeting
Town of Paonia, Colorado
August 4, 2016

RECORD OF PROCEEDINGS

The Special Meeting of the Town Board of Trustees held Thursday, August 4, 2016 was called to order at 7:00 PM by Mayor Charles Stewart.

Trustees present were as follows:

Mayor Charles Stewart
Trustee William Bear
Trustee Chelsea Bookout
Trustee David Bradford
Trustee William Brunner arrived at 7:04pm
Trustee Karen Budinger
Trustee Suzanne Watson

Town Staff present were as follows:

Town Manager Jane Berry
Town Clerk Corinne Ferguson
Finance Officer Cindy Jones
Treasurer Ross King

A quorum was present and Mayor Stewart proceeded with the meeting.

The purpose of the Special Town Board Meeting was for the discussion of employment of an Interim Town Manager.

Mayor Stewart stated per Town Code 2-2-70, four (4) Trustee requests were received calling for a special meeting to discuss the employment of an Interim Town Manager. Current Town Manager Jane Berry submitted her resignation effective September 30, 2016, with all Town duties ceasing August 24, 2016. Manager Berry will use accumulated vacation time from August 25, 2016 until September 30, 2016.

Mayor Stewart reached out to Colorado Municipal League Executive Director Sam Mamet who will provide a list of available interim town managers next week. Former interim manager Steve Rabe is not available, but also provided a short list of possibilities. A statement of interest in the interim position has also been received from a member of the community. Mayor Stewart stated he would like to turn over the process to the Personnel Committee to compile viable options for presentation to the Board of Trustees as soon as possible.

Trustee Brunner stated after reviewing the Trustee requests for the special meeting he does not believe the intent of the requests limited the scope of conversation in such a narrow fashion that it does not allow for discussion of the hiring process for both the interim and permanent town manager position. Trustee Bradford added that Mr. Brunner should not be interpreting the intent behind Trustee Bradford's request for a special meeting.

Trustee Watson requested clarification on the timeline for the presenting and hiring of an interim Town Manager. Mayor Stewart stressed the need for haste with such a short window prior to Town Manager Berry's departure. If needed an additional special meeting can be called for and scheduled Tuesday evening during the Town Board regular meeting.

Trustee Brunner referenced a CML open meeting publication which dictates requirements for hiring a Town Manager. Mayor Stewart explained the procedures are lengthy when hiring a permanent Town Manager, but the reason for this special meeting was for the quick hiring of an interim Town Manager, who will assist with the hiring of a replacement.

Discussion ensued regarding the length of time an interim could be in place, budgetary restrictions, the previous process used for hiring an interim Town Manager, and the qualifications of both the interim and permanent Town Manager.

Amina Uben – 40 Main Avenue – asked for an explanation of the noticing process for calling a special meeting. Per Town Code 48 hours are required for posting a special meeting. Notice was posted at Town Hall, on the Town website, and shared via social media.

Shirin Patterson – 218 Rio Grande Avenue – asked if the Town will accept applications for both an interim and permanent Town Manager concurrently. Mayor Stewart believes there is no reason to limit possible candidates from applying.

Trustee Watson expressed confidence in the Personnel Committee which is comprised of Trustees Karen Budinger and Bill Bear.

Motion by Trustee Bradford, Supported by Trustee Bear to direct the Personnel Committee to compile a list of qualified candidates willing to serve as interim Town Manger and present it to the Board of Trustees as soon as possible. Motion carried with six (6) ayes and zero (0) nays.

Adjournment:

The meeting was adjourned by Mayor Stewart at 7:32 PM.

/s/

J. Corinne Ferguson, Town Clerk

/s/

Charles Stewart, Mayor