

**Town of Swansboro**  
**Board of Commissioners**  
**May 9, 2022, Regular Meeting**

In attendance: Mayor John Davis, Mayor Pro Tem Frank Tursi, Commissioner PJ Pugliese, Commissioner Larry Philpott, Mayor Pro Tem Tursi, and Commissioner Jeffrey Conaway. Commissioner Pat Turner was absent.

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**Call to Order**

The meeting was called to order at 5:30 pm. Mayor Davis led the Pledge of Allegiance.

**Public Comment**

Citizens were offered an opportunity to address the Board regarding items listed on the agenda. No comments were given.

**Adoption of Agenda and Consent Items**

Mayor Davis noted that a Closed Session would be added at the end of the meeting pursuant to NCGS 143-318.11 (a) (4) for discussion related to the industry or other business potential to the area. Additionally, it was recommended to move Budget Amendment 2022-10 to consent.

On a motion by Mayor Pro Tem Tursi, seconded by Commissioner Conaway, the Agenda as amended, and Consent Item below was unanimously approved.

- Contract - Interlocal Cooperation Agreement for First Responders
- Budget Amendment 2022-10

**Appointments/Recognitions/Presentations**

*Proclamations*

Mayor Davis read and acknowledged those in attendance for the following proclamations.

- Safe Boating Week
- National Police Week
- Public Works Week

Carl Rauschenberg with the US Coast Guard thanked the Town for acknowledgement and reiterated the importance safe boating.

Board members expressed their appreciation to the Police and Public Works department for their service to the Town.

**Business Non-Consent**

*Board of Commissioners Policy 17 – Agenda Development*

Town Clerk, Alissa Fender reviewed that at the April 11, 2022, regular meeting, Board members requested to revisit the agenda development process to consider amendments to the policy.

Board members indicated that they agreed to have an overall recognition of academic achievements for students at one meeting. Recognition of sport achievements would remain when state championship level was achieved. Staff was directed to contact the High School and work with the principal and guidance counselors on the possibility of arranging recognitions for students. The guidelines section of the policy for seeking recognition was amended from “approval by entire Board” to “approval by the Board”.

#### *Appearance Commission Consideration*

Commissioner Philpott reviewed his recommendation for an Appearance Commission and related matching grant program and the Town of Wendell’s concept was provided for board discussion.

Board members supported the concept and direction was given for staff to review and present to the Planning Board and Historic Preservation Commission for support and feedback.

#### *Future Agenda Items*

Future agenda items were shared for visibility and comment. In addition, an opportunity was provided for the Board to introduce items of interest and subsequent direction for placement on future agendas.

The following items were addressed:

- Scheduling of joint meeting with the Planning Board on hold until Special Use Permit for 147 Front Street is handled
- Public hearing for budget to be scheduled for June 13, 2022

#### **Public Comment**

Citizens were offered an opportunity to address the Board regarding items not listed on the agenda. No comments were offered.

#### **Board Comments**

Mayor Davis thanks the staff for all their efforts.

#### **Closed Session**

On a motion by Commissioner Turner, seconded by Commissioner Philpott the board entered closed session at 6:58 pm pursuant to NCGS 143-318.11 (a) (4) for discussion related to the industry or other business potential to the area.

During closed session, a motion was made and seconded to return to open session. No action was taken.

#### **Adjournment**

On a motion by Mayor Pro Tem Tursi, seconded by Commissioner Philpott, the meeting adjourned at 7:26 pm.

# Regular Meeting May 9, 2022



1

1. Please turn cell phones to "off" or "vibrate".

2. The Board offers the public three opportunities to speak during the meeting:

A comment period is offered at the beginning and end of the meeting. Please note that a separate opportunity is provided for those items requiring a public hearing.

Public Hearing(s) – There are No public hearings scheduled for this meeting.

2

# PUBLIC COMMENT

Citizen opportunity to address the Board for items listed on the agenda.

3

# AGENDA AND CONSENT ITEMS

**Action Needed:** *Motion to Adopt the Agenda as prepared (or amended) and approval of the Consent Items*

4

# Proclamation

## Safe Boating week

Presenter: Mayor John Davis

5

# Proclamation

## National Police Week

Presenter: Mayor John Davis

6

# Proclamation

## Public Works Week

Presenter: Mayor John Davis

7

## Employee Introduction

Presenter: Paula Webb- Town Manager

8

# BUSINESS/NON-CONSENT

## Board of Commissioners Policy 17 – Agenda Development

At the April 11, 2022, regular meeting, Board members requested to revisit the agenda development process to consider amendments to the policy.

***Recommended Action:** Discuss and provide direction to staff for policy amendments.*

**Presenter: Alissa Fender – Town Clerk**

9

# BUSINESS/NON-CONSENT

## Appearance Commission Consideration

Commissioner Philpott provided the attached Appearance Commission from the Town of Wendell for review.

***Recommended Action:** Discuss/Consider creation of an Appearance Commission*

**Presenter: Commissioner Philpott**

10

# BUSINESS/NON-CONSENT

## Budget Ordinance Amendment #2022-10

The budget ordinance needs to be amended for multiple departments.

*Recommended Action: Motion to approve Budget Ordinance Amendment #2022-10*

**Presenter: Sonia Johnson- Finance Director**

11

# BUSINESS/NON-CONSENT

## Future Agenda Items

Future agenda items are shared for visibility and comment. In addition, an opportunity is provided for the Board to introduce items of interest and subsequent direction for placement on future agendas..

*Action Needed: Discussion and guidance to staff on future agenda items.*

**Presenter: Alissa Fender – Town Clerk**

12



## Items Moved from Consent

13

## PUBLIC COMMENT

Citizen opportunity to address the Board.

14

# MANAGER'S COMMENTS

Paula Webb, Town Manager

15

# BOARD COMMENTS

Mayor John Davis  
Mayor Pro Tem Frank Tursi  
Commissioner Pat Turner  
Commissioner Harry "PJ" Pugliese  
Commissioner Larry Philpott  
Commissioner Jeffrey Conaway

16

ADJOURN