

BOONSBORO MAYOR AND COUNCIL
SPECIAL MEETING MINUTES
Tuesday, April 4, 2023

The Mayor and Council of Boonsboro held a Special Meeting on Tuesday, April 4, 2023 in the Meeting Chambers. The Meeting was streamed via GoToMeeting. In attendance were Mayor Howard Long, Assistant Mayor Tony Nally, Council Members Ray Hanson, Terri Hollingshead, Marilee Kerns and Eric Kitchen. Also present were Office Manager Kimberly Miller. The meeting convened at 6:00PM.

Recommendation to Advertise for Town Manager Position: Mayor Long presented the recommendation to advertise the Town Manager employment position as soon as possible. He stated that Town Manger Paul Mantello's last day with the Town is April 28, 2023 and that ideally, he would like to see an overlap in employment, but understands that it may not be possible. Office Manager Miller presented the Town Manager job description and advertisement for the newspaper and the Maryland Municipal League website for the Councils review and input. Council Member Kitchen recommended adding the wording "or equivalent experience" to the minimum experience requirements for the job description. Assistant Mayor Nally recommended that resumes be submitted by 12 noon on Monday, April 24, 2023 so that Council can review them before the Workshop Meeting. Consensus is to advertise Town Manager employment position as soon as possible.

Motion by Council Member Hollingshead, second by Assistant Mayor Nally to adjourn the Workshop Meeting at 6:15PM.
Motion carried.

Respectfully submitted,
Kimberly A. Miller, Office Manager