

Richard Grant, Mayor  
Connie Pletl, Mayor Pro Tem



Larry Strother  
Town Manager

Aldermen:  
Kip Malcolm  
Mark Barefoot  
Laura Olszewski

Alexis Stanfield, NCCCC  
Town Clerk

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**MEETING DATE:** May 13, 2026

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**TO:** Board of Aldermen

**FROM:** Alexis Stanfield

**DEPARTMENT:** Admin Department

**SUBJECT:** Review of NCGS § 160A-63. Vacancies and North Topsail Beach Code § 2-16 Vacancies

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**SUMMARY:**

The Board of Aldermen will review with the Town Manager, Attorney, and Clerk *NCGS § 160A-63. Vacancies and North Topsail Beach Code § 2-16 Vacancies* with the public to outline the statutory requirements set forth by the state to fill the vacant seat on the Board and discuss any next steps.

**Historical Background:**

Historically, the Board of Aldermen requested qualified residents apply to serve on the Board through the online application on the Town website used for all board and committee appointments. Once a ballot was established, the Board voted and appointed the applicant(s) with the highest votes at a later meeting. 2022 was the last appointment to the Board of Aldermen. The Board of Aldermen announced at the September 7, 2022 Regular Meeting that the Board was accepting applications and at the October 5, 2022, Regular Meeting they voted and appointed a new Alderman.

Should the Board of Aldermen choose to continue utilizing the ballot method, the Clerk has attached a proposed appointment schedule for the Board to consider. This schedule would be published on the Town's socials, website, and community board for the public's inspection. The Interim Town Manager recommends a two person committee, consisting of the Mayor and Mayor Pro Tem, shall initially review applications conduct interviews at their discretion, and offer the Board two candidates for their consideration. The Board will determine a candidate to appoint, with an effective date of office no earlier than July 1, 2026. The appointed citizen shall serve until the next general election.

**SPECIFIC ACTION REQUESTED:**

Staff request the Board provide the Public with an update regarding the Board's intent to fill the vacant Alderman seat, any methods of applying for the seat, and all other relevant information.