

CITY OF BERLIN
BOARD, COMMITTEE, COMMISSION & COMMON COUNCIL
APPLICATION FORM

Name: _____

Address: _____

Phone: Day _____ Evening _____

E-mail address: _____

City residency is required for appointment to a City board, committee or commission. Other eligibility requirements may also exist.

Area of Interest:

- | | |
|-----------------------------------|---------------------------------------|
| ___ Board of Review | ___ Oakwood Cemetery Board |
| ___ Parks & Recreation Commission | ___ Committee On Aging |
| ___ Plan Commission | ___ Common Council Vacancy, Ward #___ |
| ___ Police & Fire Commission | ___ Community Development Authority |
| ___ Water & Sewer Commission | ___ Housing Task Force |
| ___ Zoning Board of Appeals | ___ Library Board |
| ___ Other _____ | ___ Tourism Commission |

Applicant Questions (attach additional sheets if necessary)

1. Do you have any issues with attending meetings at the specified times? (See Meeting Schedule)

2. Please indicate why you are interested in serving on any of the above Board, Committee or Commission: _____

3. What knowledge, experience, or abilities do you have that would make you an effective board member: _____

4. Please provide any additional information for consideration: _____

CITY OF BERLIN MEETING SCHEDULE

Board of Review

Term Length: Five (5) years
Expiration Date: July 1st
Meeting Date and Time:
Meeting Place: City Hall Council Chambers

Committee on Aging

Term Length: Three (3) years
Expiration Date: April 30th
Meeting Date and Time: 9:30 am on the 2nd Monday of each month
Meeting Place: Berlin Senior Center

Common Council

Term Length: Two years
Expiration Date: 3rd Tuesday in April
Meeting Date and Time: 7:00 pm on the 1st Tuesday of the month as Committee of the Whole and 2nd Tuesday of each month as Common Council
Meeting Place: City Hall Council Chambers
*Liaison meetings apply as well

Community Development Authority

Term Length: Five (5) years
Expiration Date: November 1st
Meeting Date and Time: As needed
Meeting Place: City Hall Council Chambers

Housing Advisory

Term Length: Indefinite
Expiration Date: November 1st
Meeting Date and Time: As needed
Meeting Place: City Hall Council Chambers

Library Board

Term Length: Three (3) years
Expiration Date: May 1st
Meeting Date and Time: 4:30 pm on the 2nd Wednesday of each month
Meeting Place: Berlin Public Library, Kay Swan room

Oakwood Cemetery Board

Term Length: Three (3) years
Expiration Date: April 30th
Meeting Date and Time: 6:00 pm on the 3rd Wednesday of each month *
Meeting Place: Oakwood Cemetery Chapel
*Board typically does not meet November thru March unless necessary

Parks and Recreation Commission

Term Length: Three (3) years

Expiration Date: November 1st

Meeting Date and Time: 4:35 pm on the 1st Wednesday of each month

Meeting Place: City Hall Council Chambers

Plan Commission

Term Length: Three (3) years

Expiration Date: May 1st

Meeting Date and Time: 7:00 pm on the last Tuesday of each month

Meeting Place: City Hall Council Chambers

Police and Fire Commission

Term Length: Five (5) years

Expiration Date: May 1st

Meeting Date and Time: 6:30 pm on the 1st Wednesday of each month

Meeting Place: City Hall Council Chambers

Sewer and Water Commission

Term Length: Five (5) years

Expiration Date: October 1st

Meeting Date and Time: 4:30 pm on the last Wednesday of each month

Meeting Place: City Hall Council Chambers

Tourism Commission

Term Length: One (1) year

Expiration Date: December 31st

Meeting Date and Time: 5:30pm on the third Monday in March & September

Meeting Place: City Hall Conference Room

Zoning Board of Appeals

Term Length: Three (3) years

Expiration Date: November 1st

Meeting Date and Time: 5:00 pm on the 3rd Tuesday of each month

Meeting Place: City Hall Council Chambers

These meeting times may be changed from time to time to accommodate scheduling issues and or special meetings may be called to handle urgent issues.