

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

Name: _____

Address: _____

Phone: Day _____ Evening _____

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 | ___ Zoning Board of Appeals |
| ___ Committee On Aging | ___ Plan Commission |
| ___ Sewer & Water Commission | ___ Police & Fire Commission |
| ___ Library Board | ___ Common Council Vacancy, Ward #___ |
| ___ Other _____ | |

Applicant Questions: Please return only Page one for consideration.

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

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

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

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: Set every year by Assessors
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 4th Tuesday 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 *Liaison meetings apply as well
Meeting Place: City Hall Council Chambers

Library Board

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

Parks and Recreation Commission

Term Length: Three years
Expiration Date: November 1st
Meeting Date and Time: 4:30 pm on the 1st Wednesday of each month
Meeting Place: City Hall Council Chambers

Plan Commission

Term Length: Three 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

Zoning Board of Appeals

Term Length: Three (3) years

Expiration Date: November 1st

Meeting Date and Time: 5:30 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.