



## **BERLIN MAYOR AND COUNCIL**

### **CLOSED SESSION**

#### **Meeting Agenda**

**Monday, September 9, 2024**

**Berlin Town Hall**

**10 William Street**

**6:00 PM – Public viewing of meeting closure in person or via Facebook at adjournment of Regular Session.**

1. Statement of closure – Mayor Zack Tyndall
2. Public comments or questions regarding the purpose for closure.
3. Motion to close and adjournment to Executive Session

Closed Session Agenda: STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
  - i. Planning Director.



**Closed Session Summary**  
To be included in the minutes in the next Open Meeting

**1. Statement of the time, place, and purpose of the closed session:**

- a. Time of closed session: September 9, 2024, 6:00 PM
- b. Place (location) of closed session: Vote to Close: Mayor and Council Chambers;  
Meeting: Conference Room
- c. Purpose of the closed session: C. Personnel matter affecting one or more specific individuals.
- d. Date and time that we will return to public meeting: September 9, 2024, 7:00 PM

**2. Record of the vote of each member as to closing the session:**

- a. Motion to close meeting made by:
- b. Seconded by:
- c. Members voting in favor:
- d. Members opposed:
- e. Members abstaining:
- f. Members absent:

**3. Statutory authority to close session:**

This meeting was closed under the following provisions of General Provisions Article § 3-305(b)  
(1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; Planning Director.

**Listing of each topic actually discussed, persons present, and each action taken in the session:**

Topic description	Persons present for discussion	Action taken/each recorded vote

**This statement was made by: Mayor Zack Tyndall, presiding officer**  
**List members who have received open meetings training (at least one member must be in attendance during closed session):** Mayor Zack Tyndall, Councilmember Jack Orris, Town Administrator Mary Bohlen, Human Resources Director Kelsey Jensen, Town Attorney David Gaskill, Special Projects Coordinator Kate Daub.