

## 2/20/2020 - Minutes

### 1. Call To Order

- John Highman, Secretary, designated Chairperson by Mayor Thomas M. Bernabei for today's meeting, called the meeting to order at 2:00 PM.

### 2. Roll Call

Christopher Hardesty called roll. The following members were in attendance:

1. John Highman, representing Mayor Thomas M. Bernabei
2. John Runion, Citizen Member
3. R.A. Mallonn, Auditor
4. Cynthia Russell, representing Law Director Kristen Bates-Aylward

Others present

1. Christopher Hardesty - Mayor's Office

### 3. Agenda Updates

There were no updates to the agenda.

### 4. Approval Of Minutes

#### 4.I. Thursday, December 12, 2019

- **Discussion:** None
- **Motion:** Citizen Member John Runion made the motion to approve the minutes from the December 12, 2019 meeting. Auditor mallonn seconded. The motion passed by a unanimous voice vote.

### 5. Old Business

### 6. New Business

#### 6.I. Approval Of RC-1 One-Time Disposal Request

Health Department & Treasurer's Office

John Highman notes that both of these RC-1s are a continuation of the asbestos abatements on the 2nd floor of the Sear's Building. The December records commission meeting approved the Building Department's RC-1 and these would be the RC-1s for the Health Department and Treasurer's Office

#### 6.II. Approval Of RC-2 Records Retention Schedules

### 7. Adjournment