



## MEMORANDUM

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**TO:** SANDRA R. DRISKA  
CITY AND TOWN CLERK

**FROM:** KORI WISNESKI, DEPUTY CITY ATTORNEY

**DATE:** JANUARY 31, 2013

**RE:** NOTICE OF SPECIAL ORDINANCE STUDY COMMITTEE MEETING

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THE ORDINANCE STUDY COMMITTEE WILL HOLD A SPECIAL MEETING ON MONDAY, FEBRUARY 4, 2013 AT 6:30 P.M. IN THE LEGAL DEPARTMENT OFFICE (ROOM 204) FOR THE PURPOSE OF REVIEWING ORDINANCES FOR THE COMMON COUNCIL MEETING REGARDING THE MERGER OF THE PERSONNEL AND LEGAL DEPARTMENTS AND REVIEWING THE UPCOMING 2013 MEETING SCHEDULE.

MIDDLETOWN, CONN.  
TOWN CLERK

13 JAN 31 PM 4:27

RECEIVED

\* THE MUNICIPAL BUILDING IS WHEELCHAIR ACCESSIBLE \*

Ordinance Study Committee  
Municipal Building  
Legal Department, Room 204  
245 DeKoven Drive  
Middletown, Connecticut 06457

AMENDED AGENDA FOR SPECIAL MEETING  
TO BE HELD  
February 4, 2013 AT 6:30 P.M.

- A. Call to Order.
- B. Approval of minutes - Special Meeting of December 18, 2012.
- C. New Business.
  - 1. Proposed Organizational Chart
  - 2. Proposed Revision - Chapter 31, Article IV, Merger of Personnel and Legal Department
  - 3. Proposed Revision - Chapter 31, Article IV, Elimination of Personnel Department
- D. Other Business.
  - 1. 2013 Meeting Schedule.
- E. Adjournment.

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13 JAN 31 PM 4:29  
TOWN CLERK  
MIDDLETOWN, CONN.

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Mary Bartolotta, Chairwoman  
Ordinance Study Committee

cc: Mayor Daniel T. Drew