



MEMORANDUM

TO: LINDA BETTENCOURT
CITY AND TOWN CLERK

FROM: KORI TERMINE WISNESKI, DEPUTY GENERAL COUNSEL
KATHLEEN MOREY, DIRECTOR OF HUMAN RESOURCES

DATE: AUGUST 9, 2016

RE: NOTICE OF REGULAR MEETING OF THE GENERAL COUNSEL
COMMISSION

THE GENERAL COUNSEL COMMISSION WILL HOLD A REGULAR MEETING ON THURSDAY, AUGUST 11, 2016 AT 7:00 P.M. IN CONFERENCE ROOM 208.

RECEIVED
16 AUG -9 PM 2:36
TOWN CLERK
MIDDLETOWN, CONN.

* THE MUNICIPAL BUILDING IS WHEELCHAIR ACCESSIBLE *

General Counsel Commission
Municipal Building
Room 208
245 DeKoven Drive
Middletown, Connecticut 06457

AGENDA FOR REGULAR MEETING
TO BE HELD
AUGUST 11, 2016 AT 7:00 P.M.

1. **Call to Order.**
2. **Public Comment.**
3. **Approval of Minutes.**
 - A. Review minutes of July 14, 2016 General Counsel Commission Special Meeting
4. **New Business.**
 - A. Ordinance – Tax and Business Incentive Program (272-9)
 - B. Ordinance – Retirement Systems: Cost-of-living Adjustments (74-47)
5. **Old Business.**
 - A. Job Descriptions – Manager of Fleet Services
 - B. Job Descriptions – Lead Master Mechanic
6. **Other.**
 - A. Vacancy Report
 - B. Legal Bills – None to Report
7. **Adjournment.**

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If you require special accommodations for any meeting, please call the ADA Coordinator at (860) 638-4540, (voice) or (860) 638-4812 (TDD/TTY), or the Town Clerk's Office at (860) 638-4910 at least ten (10) days prior to the scheduled meeting.