



## MEMORANDUM

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**TO:** LINDA BETTENCOURT  
CITY AND TOWN CLERK

**FROM:** BRIG SMITH, GENERAL COUNSEL  
KATHLEEN MOREY, DIRECTOR OF HUMAN RESOURCES

**DATE:** JULY 14, 2014

**RE:** NOTICE OF SPECIAL MEETING OF THE GENERAL COUNSEL  
COMMISSION

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THE GENERAL COUNSEL COMMISSION WILL HOLD A SPECIAL MEETING ON TUESDAY, JULY 15, 2014 AT 7:00 P.M. IN CONFERENCE ROOM B-19.

RECEIVED  
14 JUL 14 AM 10:21  
TOWN CLERK  
MIDDLETOWN, CT

\* THE MUNICIPAL BUILDING IS WHEELCHAIR ACCESSIBLE \*

General Counsel Commission  
Municipal Building  
Room B-19  
245 DeKoven Drive  
Middletown, Connecticut 06457

AGENDA FOR SPECIAL MEETING  
TO BE HELD  
JULY 15, 2014 AT 7:00 P.M.

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TOWN CLERK  
MIDDLETOWN, CONN.

- A. **Call to Order.**
- B. **Public Comment.**
- C. **Approval of Minutes.**
  - 1. Review minutes of June 23, 2014 General Counsel Commission Special Meeting
- D. **New Business.**
  - 1. Labor Management - Local 466 Approval of Revised Job Descriptions:
    - (a) Research Analyst - Police Department - changes in job description, no change in salary;
    - (b) Paint/Traffic Paint Supervisor - Public Works - changes in job description, no change in salary;
    - (c) Landfill Gate Attendant - changes in job description and upgrade of salary;
    - (d) Educational Technologist - BOE - changes in job description and upgrade in salary
  - 2. Ordinance: Revision to Section 74-30 (Wavier of Residency Requirement).
- E. **Other**
  - 1. Vacancy Report
  - 2. Legal Bills - Nothing to Report
- F. **Adjournment.**

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.