



Quentin H. Rueckert Executive Director

> Daniela Belanger Assistant Director

MEMORANDUM

TO: Barkhamsted Town Clerk, Colebrook Town Clerk, Hartland Town Clerk,

Norfolk Town Clerk

FROM: Quentin H. Rueckert

DATE: March 15, 2024

RE: CHANGE to March Committee for Shared Services Meeting Date

Please be advised that the next meeting of the Committee for Shared Services scheduled for Monday, March 18, 2024, has been rescheduled to Monday, March 25, 2024. A Special Agenda for the meeting will be sent next week.

Please post and change your records accordingly. Thank you.