



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: June 14, 2022

RE: June Committee for Shared Services Meeting

Please be advised that we will not be holding the June meeting of the Committee for Shared Services scheduled for Monday, June 20, 2022. The meeting schedule for 2022-2023 was approved at our May 24, 2022, meeting and is attached. We will not be rescheduling the June meeting. Therefore, our next meeting will be on September 19, 2022.

If you have any questions, please contact us at the number indicated above.

Thank you.