



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: May 28, 2025

RE: May and June Committee for Shared Services Meeting Dates

Please be advised that the May meeting of the Committee for Shared Services that was not held on the scheduled date of May 19, 2025, will not be rescheduled.

And the June Committee for Shared Services meeting scheduled for Monday, June 16, 2025, has been rescheduled to Tuesday, June 3, 2025.

A Special Agenda for the meeting will be sent out.

Please post and change your records accordingly. Thank you.