



## MEMORANDUM

---

**TO:** ASHLEY FLYNN  
CITY AND TOWN CLERK

**FROM:** BRIG SMITH, GENERAL COUNSEL

**DATE:** January 6, 2020

**RE:** **NOTICE OF SPECIAL INSURANCE & CLAIMS MEETING**

---

THE INSURANCE & CLAIMS COMMITTEE WILL HOLD A SPECIAL MEETING ON  
**TUESDAY, JANUARY 7, 2020 at 6:00pm in Room 208**

RECEIVED  
20 JAN - 6 PM 1:54  
TOWN CLERK  
MIDDLETOWN, CONN.



## City of Middletown

OFFICE OF THE GENERAL COUNSEL  
245 deKoven Drive  
Middletown, CT 06457-1300  
TEL: (860) 638-4820 FAX: (860) 638-1920  
TDD: (860) 344-3521

**\* THE MUNICIPAL BUILDING IS WHEELCHAIR ACCESSIBLE \***

**If You Require Special Accommodations, 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**

Insurance and Claims Committee  
Municipal Building  
Room 208  
245 DeKoven Drive  
Middletown, CT 06457

AGENDA FOR SPEICAL MEETING TO BE HELD  
JANUARY 7, 2019 AT 6:00 P.M.

- A. Call to Order.
- B. Approval of the Minutes for the Meeting of December 3, 2019
- C. Public Session.
- D. Report on Claims Closed within the General Counsel's Settlement Authority and City's Insurance Carrier, CIRMA
  - 1. Shana Cole vs. City of Middletown
  - 2. Daughters of Our Lady of The Garden vs. City of Middletown
  - 3. Vonda Bilal vs. City of Middletown
  - 4. Susan Clements vs. City of Middletown
  - 5. Unreimbursed Property Payments
  - 6. City of Middletown vs. Jorge Mejra
- E. Other Business:

1. Nancy Conaway-Raczka, Risk Manager, will present monthly accounting report for – All City Insurance Funds.

F. Adjournment.

\_\_\_\_\_/s/\_\_\_\_\_  
Grady Faulkner  
Insurance & Claims Committee

cc: Mayor Benjamin Florsheim  
Councilwoman Linda Salafia  
Councilman Darnell Ford  
Brig Smith, General Counsel  
Kori Wisneski, Deputy General Counsel  
Christopher Forte, Assistant General Counsel  
Nancy Conaway-Raczka, Risk Manager