



## MEMORANDUM

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

**FROM:** BRIG SMITH, GENERAL COUNSEL

**DATE:** September 30, 2019

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

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THE INSURANCE & CLAIMS COMMITTEE WILL HOLD ITS REGULAR MEETING ON  
**TUESDAY, OCTOBER 1, 2019 at 7:00pm in Room 208**



## City of Middletown

OFFICE OF THE GENERAL COUNSEL  
245 deKoven Drive  
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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 REGULAR MEETING TO BE HELD  
OCTOBER 1, 2019 AT 7:00 P.M.

- A. Call to Order.
- B. Approval of the Minutes for the Meeting of August 6, 2019
- C. Public Session.
- D. Report on Claims Closed within the General Counsel's Settlement Authority and City's Insurance Carrier, CIRMA
  - 1. Paul Lockwood vs. City of Middletown
  - 2. Cheryl Melkonian vs. City of Middletown
  - 3. Loreen Miller vs. City of Middletown
  - 4. Natasha Facin vs. City of Middletown
  - 5. Unreimbursed Property Payments

