



## MEMORANDUM

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**TO:** LINDA BETTENCOURT  
CITY AND TOWN CLERK

**FROM:** KORI TERMINE WISNESKI, DEPUTY GENERAL COUNSEL  
KATHLEEN MOREY, DIRECTOR OF HUMAN RESOURCES

**DATE:** MAY 14, 2015

**RE:** NOTICE OF REGULAR MEETING OF THE GENERAL COUNSEL  
COMMISSION

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THE GENERAL COUNSEL COMMISSION WILL HOLD ITS REGULAR MEETING ON MONDAY, MAY 18, 2015 AT 7:00 P.M. IN CONFERENCE ROOM 208.

RECEIVED  
15 MAY 16 PM 3:28  
TOWN CLERK  
MIDDLETOWN, CT

\* THE MUNICIPAL BUILDING IS WHEELCHAIR ACCESSIBLE \*

General Counsel Commission  
Municipal Building  
Room 208  
245 DeKoven Drive  
Middletown, Connecticut 06457

AGENDA FOR REGULAR MEETING  
TO BE HELD  
MAY 18, 2015 AT 7:00 P.M.

1. **Call to Order.**
2. **Public Comment.**
3. **Approval of Minutes.**
  - A. Review minutes of April 20, 2015 General Counsel Commission Special Meeting
4. **New Business.**
  - A. Ordinance - Long Hill Estate Authority (§9-13 & §9-18)
  - B. Ordinance - Open Space Trust Fund (§47-44 - §47-48)
  - C. Ordinance - Notices and signs (§214-12 & §214-13)
  - D. Job Description - Firefighter
5. **Old Business.**
  - A. Personnel Rules - Proposed Changes
  - B. Segal Report Update
6. **Other.**
  - A. Vacancy Report
  - B. Legal Bills - None to discuss
  - C. Planning Office Positions
  - D. BOE Grant Writer Position
7. **Adjournment.**

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If you require special accommodations for any meeting, 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 at least ten (10) days prior to the scheduled meeting.