

**SHARED SERVICES
BARKHAMSTED, COLEBROOK, HARTLAND, NORFOLK, REGIONAL #7
94 Battistoni Drive, Winsted, CT 06098-1879**

**Quentin Rueckert
Executive Director**

**Telephone: 860-379-8583
FAX: 860-379-3498**

MEMORANDUM

TO: Jeanne Jones, Dawn Bobinski, Vicki Preato, Carolyn Childs, Theresa Kenneson, Anthony DiStasio, Judy Palmer, Paula Dest, Maura Viens, Barkhamsted Town Clerk, Colebrook Town Clerk, Hartland Town Clerk, Norfolk Town Clerk

FROM: Quentin Rueckert

DATE: June 1, 2015

RE: June meeting date change for the Committee for Shared Services

Please be advised that at our May 18, 2015, meeting of the Committee for Shared Services it was decided to change the date of our June meeting so that all Committee members can attend from June 15, 2015, to June 8, 2015, with a start time of 5:00.

Please change your records accordingly. Thank you for your cooperation in this regard. If you have any questions, please contact us at the number indicated above.