

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

**Quentin H. Rueckert
Executive Director**

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

MEMORANDUM

TO: Barkhamsted Town Clerk, Colebrook Town Clerk, Hartland Town Clerk, Norfolk Town Clerk

FROM: Quentin Rueckert

DATE: November 14, 2019

RE: Committee for Shared Services

Please be advised that due to a schedule conflict, the Committee for Shared Services meeting scheduled for Monday, November 18, 2019, at 5:00 is cancelled.

This meeting will not be rescheduled. The next meeting will be our next scheduled meeting on December 16, 2019.

If you have any questions, please contact us at the number indicated above.