

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

**Quentin H. Rueckert
Executive Director**

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MEMORANDUM

TO: Jeanne Jones, Donna Beaudoin, Carolyn Childs, Staci Haste, Theresa Kenneson, Judy Palmer, Paula Dest, Maura Viens, Barkhamsted Town Clerk, Colebrook Town Clerk, Hartland Town Clerk, Norfolk Town Clerk

FROM: Quentin Rueckert

DATE: January 23, 2017

RE: Committee for Shared Services

Please be advised that due to the wintry weather anticipated for later today, the Committee for Shared Services meeting scheduled for this evening at 5:00 is cancelled.

This meeting will be rescheduled to next Monday, January 30, 2017.

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