

MEMORANDUM

TO: Karen Galbo
CC: Brooke Stevens

FROM: Cathy Wilson

DATE: August 16, 2022

RE: August Special C.O.A. Meeting

I scheduled a Special Meeting for the month of August because the regularly scheduled July meeting was cancelled.

I created an Agenda but unfortunately dated it August 15th, 2022 when I meant to date it August 8th, 2022. The 2nd Monday of every month except for August is when we normally hold our Commission meetings.

The meeting was held on August 8th.

FILED

August 16, 2022 AT 10:21 AM PM
Brooke Stevens ATC
EAST LYME TOWN CLERK