



MEMORANDUM

TO: ASHLEY FLYNN
CITY AND TOWN CLERK

FROM: BRIG SMITH, GENERAL COUNSEL

DATE: May 1, 2020

RE: **NOTICE OF CANCELLATION OF THE REGULAR MEETING OF THE
INSURANCE & CLAIMS COMMITTEE**

**The Regular Meeting of the Insurance & Claims Committee scheduled to be held on
Tuesday, May 5, 2020 at 6pm has been cancelled.**