



MEMORANDUM

TO: ASHLEY FLYNN
CITY AND TOWN CLERK

FROM: BRIG SMITH, GENERAL COUNSEL

DATE: October 2, 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, October 6th, 2020 at 6pm has been cancelled.