

**TOWN OF GLASTONBURY  
MEMORANDUM**

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**DEPARTMENT OF ADMINISTRATIVE SERVICES  
Financial Administration**

TO: INSURANCE ADVISORY COMMITTEE  
FROM: Julie Twilley, Director of Finance & Administrative Services  
DATE: March 31, 2021  
SUBJECT: **NOTICE OF SPECIAL MEETING**

A Special Meeting of the Insurance Advisory Committee will be held on **Tuesday, April 6 at 5:30pm** via Zoom Video Conferencing. Specific details for Zoom access will be filed with the meeting agenda. Business to be transacted includes, but is not limited to, a review of the Town's Schedule of Insurance, claim experience, the general market and the health self-insurance fund.