

**FINANCIAL ADMINISTRATION  
MEMORANDUM**

**To:** Michelle Krampitz, Town Clerk

**From:** Julie Twilley, Director of Finance & Administrative Services

**Date:** November 24, 2021

**Re:** Glastonbury Board of Finance  
Special Meeting Notice

**Board Members:** Constantine Constantine; Chairman, Jennifer Sanford; Vice Chairman, Susan Karp, Robert Lynn, James McIntosh, and James Zeller.

This is to advise you there will be a special meeting of the Board of Finance on Monday, November 29, 2021, at 12:00 p.m. in Council Chambers of Town Hall, 2155 Main Street, Glastonbury, with an option for attendance through Zoom Video Conferencing:

**Join through Zoom**

*Please click the link below to join the webinar:*

<https://us02web.zoom.us/j/87478133491?pwd=UVZIOU9QZ2NycmpvSUgzUjV4RUtTUT09>

**Passcode:** 502833

**Or via Telephone:**

**Dial:** +1 646 558 8656 or +1 301 715 8592

**Webinar ID:** 874 7813 3491

**Passcode:** 502833

The business to be transacted involves a \$125,000 appropriation and transfer from the General Fund—Unassigned Fund Balance for the project to develop Design Guidelines for the Town Center Village District and other commercial zones.

Please post this notice.

cc: Richard Johnson