



FIRST SELECTMAN'S OFFICE

Clifford J. Hurgin Municipal Center, 1 School Street, Bethel, CT 06801
Telephone: 203-794-8501 – Fax: 203-794-8552

*Matthew S. Knickerbocker, First Selectman
Richard C. Straiton, Selectman
Paul R. Szatkowski, Selectman
Martin J. Lawlor, Town Counsel*

*Wendy Smith, Office Administrator
Joan Gereg Bradley, Office Assistant
Layna Palumbo, Office Assistant
Phyllis Kinsky, HR/Grants Administrator*

MEMORANDUM

TO: Lisa Bergh, Town Clerk
FROM: Matthew S. Knickerbocker, First Selectman
RE: Acting First Selectman
DATE: May 15, 2013

Please be advised that I will be out of town/state from Thursday, May 16, 2013 through Sunday, May 19, 2013.

Selectman Richard C. Straiton is hereby appointed as Acting First Selectman and shall have all powers and responsibilities as set forth in the Sections C5-1 and C5-3 of the Bethel Town Charter during this period.

RECEIVED

2013 MAY 15 A 10:36

TOWN OF BETHEL
TOWN CLERK