



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
Jean Gereg Bradley, Office Assistant
Layna Palumbo, Office Assistant
Phyllis Karsky, HR/Grants Administrator

MEMORANDUM

TO: Lisa Bergh, Town Clerk
FROM: Matthew S. Knickerbocker, First Selectman
RE: Acting First Selectman
DATE: May 26, 2011

Please be advised that I will be out of town/state from Saturday, May 28, 2011 through Sunday, June 5, 2011.

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

2011 MAY 26 A 11:43

TOWN OF BETHEL
TOWN CLERK