



MEMORANDUM

TO: LINDA BETTENCOURT
CITY AND TOWN CLERK

FROM: BRIG SMITH, GENERAL COUNSEL

DATE: January 29, 2016

RE: NOTICE OF REGULAR INSURANCE & CLAIMS MEETING

THE INSURANCE & CLAIMS COMMITTEE WILL HOLD ITS REGULAR MEETING ON
TUESDAY, FEBRUARY 2, 2016 AT 7:00 P.M. IN ROOM 208.

RECEIVED
16 JAN 29 AM 10:30
TOWN CLERK
MIDDLETOWN, CT



City of Middletown

OFFICE OF THE GENERAL COUNSEL
245 deKoven Drive
Middletown, CT 06457-1300
TEL: (860) 638-4820 FAX: (860) 638-1920
TDD: (860) 344-3521

RECEIVED
16 JAN 29 AM 10:39
TOWN CLERK
MIDDLETOWN, CT 06457

*** THE MUNICIPAL BUILDING IS WHEELCHAIR ACCESSIBLE ***

If You Require Special Accommodations, Please Call The ADA Coordinator At (860) 638-4540, (voice) or (860) 638-4812 (TDD/TTY), Or The Town Clerk's Office At (860) 638-4910

Insurance and Claims Committee
Municipal Building
Room 208
245 DeKoven Drive
Middletown, CT 06457

AGENDA FOR REGULAR MEETING TO BE HELD
TUESDAY, FEBRUARY 2, 2016 AT 7:00 P.M.

- A. Call to Order.
- B. Approval of the Minutes for the Regular Meeting of January 5, 2015
- C. Public Session.
- D. Report on Claims Closed within the General Counsel's Settlement Authority and City's Insurance Carrier, CIRMA:
 - 1) Middletown BOE vs. John Doe
 - 2) New England Mechanical vs. City of Middletown
 - 3) Student vs. Middletown BOE
 - 4) Daniel Heck vs. City of Middletown
 - 5) TruGreen vs. City of Middletown
 - 6) City of Middletown vs. Paul Gallucci

E. Other Business:

1. Nancy Conaway-Raczka, Risk Manager, will present monthly accounting report for - All City Insurance Funds.
2. Matthew Bacon, Claims Administrator will present water damage claim from Woodrow Wilson Middle School.
3. Nancy Conaway-Raczka will discuss employee life insurance.
4. Nancy Conaway-Raczka will discuss CIRMA training program: "Understanding Social Media Risks".

F. Adjournment.

Grady Faulkner, Chairperson
Insurance & Claims Committee

cc: Mayor Dan Drew
Joe Samolis, Chief of Staff
Councilwoman Linda Salafia
Councilman Robert Blanchard
Brig Smith, General Counsel
Kori Wisneski, Deputy General Counsel
Christopher Smedick, Assistant General Counsel
Nancy Conaway-Raczka, Risk Manager
Carl Temme, H.D. Segur Insurance