



MEMORANDUM

TO: ASHLEY FLYNN
CITY AND TOWN CLERK

FROM: BRIG SMITH, GENERAL COUNSEL

DATE: January 2, 2026

RE: NOTICE OF REGULAR INSURANCE & CLAIMS MEETING

THE INSURANCE & CLAIMS COMMITTEE WILL HOLD A REGULAR MEETING ON
TUESDAY, January 6, 2026 at 6:00pm

MEETING TO BE HELD VIRTUALLY

1. Meeting to be held online. Members of the public may view/listen to the meeting as follows: Going to <https://webex.com> and joining the meeting using the appropriate meeting number and password. As this meeting is fully electronic, any member of the public requiring electronic equipment to view/participate in the meeting should make a written request no less than 24 hours in advance so an accommodation can be made. Launch the WebEx application and join the meeting using the appropriate meeting number and password

Via telephone at 1-408-418-9388 and the appropriate access code below

Meeting Number/Access Code: 2335 949 2313

2. **Event Password: Middletown**



City of Middletown

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

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AGENDA FOR REGULAR MEETING TO BE HELD VIRTUALLY ON January 6, 2026 AT 6:00 P.M.

- A. Call to Order.
- B. Approval of the Minutes for the Regular Meeting of July 2025
- C. Public Session.
- D. Discussion of 2026 meeting schedule

- E. Claim Closure Summary:
1. MVA – Dumpster enclosure.
 2. Keating Fire Recovery

F. Other Business
None listed

F. Adjournment.

_____/s/_____
Grady Faulkner, Chairperson
Insurance & Claims Committee

cc: Mayor Ben Florsheim
Councilwoman Leslie Spatola
Councilman Darnell Ford
Brig Smith, General Counsel
Kori Wisneski, Deputy General Counsel
Christopher Forte, Assistant General Counsel
Kristin Holden, Risk Manager