

# Department of Police

SOUTHINGTON, CONNECTICUT 06489

JOHN F. DALY, CHIEF  
HEADQUARTERS: 69 LAZY LANE  
Tel: 860-378-1600 Fax: 860-378-1605



November 17, 2011

Leslie Cotton, Town Clerk  
Town of Southington  
75 Main Street  
Southington, CT 06489

**RE: NOTICE OF SPECIAL MEETING DATE**

Dear Mrs. Cotton:

Please be advised that the Board of Police Commissioners has scheduled a special meeting for the purpose of discussing a personnel matter that the employee has requested in Executive Session followed by action on same.

The meeting will be held at 5:00 p.m. on Monday, November 21, 2011 in the Conference Room at Police Headquarters, 69 Lazy Lane, Southington, CT.

Yours very truly,

James Verderame, Chairman  
Board of Police Commissioners

JV/jb