

PRIOR NOTIFICATION FORM

NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERMEN

TO (list applicable aldermen/women): All

WARD # ALL

DATE: **April 25, 2014**

FROM: Department/Office CAO
Person Michael Carter Telephone 203-946-7901

This is to inform you that the following matter affecting your ward(s) will be submitted to the Board of Aldermen in the near future:

Ordinance amending the Executive Management and Confidential Employees Personnel and Procedures Manual to extend to those sworn personnel with 20 years of service prior to July 1, 2014, eligibility for the retiree medical benefits and cost shares they would have been eligible for had they retired prior to July 1, 2014 , until such time as they choose to retire from their current Executive Management positions.

Check one if this an appointment to a commission

Democrat

Republican

Unaffiliated/Independent/Other _____

INSTRUCTIONS TO DEPARTMENTS

1. Departments are responsible for sending this form to the alderperson(s) affected by the item.
2. This form must be sent (or delivered) directly to the alderperson(s) **before** it is submitted to the Legislative Services Office for the Board of Aldermen agenda.
3. The date entry must be completed with the date this form was sent the alderperson(s).
4. Copies to: alderperson(s); sponsoring department; attached to submission to Board of Aldermen.