

### CHECK LIST FOR ALDERMANIC SUBMISSIONS

<input checked="" type="checkbox"/>	Cover Letter
<input checked="" type="checkbox"/>	Order to Appoint/Reappoint
<input checked="" type="checkbox"/>	Prior Notification Form/Notice of Matter to be Submitted
<input checked="" type="checkbox"/>	Prior Notification Letter to Appointee/Re-appointee
<input checked="" type="checkbox"/>	Application for City Boards/Commissions
<input checked="" type="checkbox"/>	Resumé/CV <u>or</u> personal statement of interest/bio

#### **Other:**

<input type="checkbox"/>	Attendance for past 12 months (*reappointments only)
<input type="checkbox"/>	Recommendations/support letters (optional)
<input type="checkbox"/>	Annual Disclosure Form

Date Submitted: October 27<sup>TH</sup>, 2023

Meeting Submitted For: November 9<sup>TH</sup>, 2023

Regular or Suspension Agenda: Regular

Submitted By: Barbara Montalvo, Legislative Liaison to the BOA

#### **Title of Legislation:**


ORDER OF THE NEW HAVEN BOARD OF ALDERS APPROVING THE APPOINTMENT OF MELISSA DESMOND TO THE BOARD OF FIRE COMMISSIONERS.

Comments: LEGISTAR FILE ID: LM-2023-0594

\*\*RESUBMITTAL TO 11/9/23 BOARD OF ALDERS MEETING\*\*

Coordinator's Signature: N/A

Controller's Signature (if grant): N/A

Mayor's Office Signature: 

Call (203) 946-7670 or email [bmontalvo@newhavenct.gov](mailto:bmontalvo@newhavenct.gov) with any questions.

**\*\*PLEASE NOTE CLEARLY IF UC (UNANIMOUS CONSENT) IS REQUESTED\*\***