



**TOWN OF EAST WINDSOR**  
**PLANNING & ZONING DEPARTMENT**  
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**MEMORANDUM**

**TO:** Joanne Slater, Town Clerk

**FROM:** Peg Hoffman (for Marlene Bauer), Planning & Development  
Department

**DATE:** December 22, 2015

**SUBJECT: Cancellation of Building Commission Meeting  
Scheduled for December 28, 2015**

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Please be advised that the Building Commission Regular Meeting scheduled for **Monday, December 28, 2015** has been cancelled. A Special Meeting was held in its place Monday, December 21<sup>st</sup>, 2015.

cc: Robert Maynard, First Selectman  
Zoning Board of Appeals members