

BOSTON CONNECTICUT NEW JERSEY NEW YORK WASHINGTON, DC

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January 17, 2012

*Via Overnight Delivery*

Mr. Kurt Novak  
Town Clerk  
Town of Beacon Falls  
Town Hall  
10 Maple Avenue  
Beacon Falls CT 06403-1198

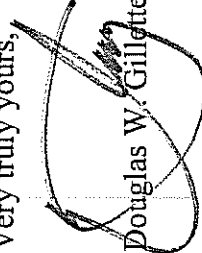
Re: 11-01-2011 Planning & Zoning Commission Action on RSD 16 Project

Dear Kurt:

We are in the process of preparing the authorization transcript for RSD 16's building projects approved at the December 20<sup>th</sup> referendum. Would you please complete the accompanying Town Clerk's certificate as to the minutes of the November 1<sup>st</sup> meeting of the Beacon Falls Planning and Zoning Commission, and return it to me with a copy of the meeting minutes.

Thank you for your assistance in this matter.

Very truly yours,

  
Douglas W. Gillette

Encl.

cc: Hugh Potter, Business Manager, RSD 16