

February 26, 2026

VIA E-MAIL

Cherie Trahan
Director of Finance
Town of Coventry
1712 Main Street
Coventry, CT 06238

Re: Resolution Appropriating \$3,520,000 For The Acquisition, Repair And Replacement, And/Or Purchase Of Certain Capital Equipment, Vehicles, And/Or Furnishings For Various Town Departments; And Authorizing The Issuance Of \$3,520,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose

Dear Cherie:

Enclosed please find the above-captioned resolution (the “Resolution”) and proceedings to be followed in connection with its adoption by the Town at a Special Town Meeting (“STM”) and a referendum vote at an Adjourned Town Meeting (“ATM”).

The procedure for the referendum vote at an ATM, pursuant to the Town Charter and the Connecticut General Statutes (“C.G.S.”), is as follows:

1. The Town Council meets to adopt the Resolution and adopts a resolution providing for submission of the Resolution to the Town electors and qualified voters at STM, adjourned to an ATM/Referendum vote (draft Minutes included in proceedings).
2. The Town Manager & Town Clerk must publish Notice of the STM at least five (5) days in advance of the date of the STM;
3. Conduct the STM considering the question, for discussion purposes only; then adjourn the STM to an ATM/Referendum vote; and

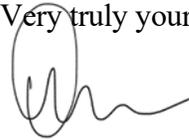
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4. Please note the ATM/Referendum is to be warned in the usual manner, including the Notice of ATM/Referendum on the local question, absentee ballots are made available, results of vote reported (form included in proceedings), and all other matters regarding the holding of the referendum are conducted in the usual manner.

By copy of this letter, I am requesting that the Town Clerk send us one (1) certified copy of all the proceedings as they shall appear in the Town Record Book and the two (2) newspaper affidavits of the publication of the notices of STM and ATM/Referendum.

Please feel free to call me if you have any questions concerning the enclosed.

Very truly yours,



Keisha S. Palmer

Enclosures

cc: Lori Tollman, Town Clerk (ltollmann@coventry-ct.gov)
James Drumm, Town Manager (jdrumm@coventry-ct.gov)
Glenn A. Santoro, Esq. (gsantoro@rc.com)