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# **MEMORANDUM**

*From the office of Town Administrator Peter R. Flynn*

Date: January 15, 2016

From: Peter Flynn

To: New Boston Board of Selectmen

Subject: Planning Consultant Appointment

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After placing a notice in the Goffstown News and placing the information on the Town's web site, we received only one applicant. Therefore, I am pleased to inform the Board of my recommendation for this appointment.

After a member of the Planning Board and me interviewed the candidate, we have determined that Mark Fougere is very qualified for the consultant task.

Attached is his resume and list of towns he had worked with that certainly gives credibility to his experience and qualifications.

I have budgeted the rate of \$75.00 per hour and would schedule him for 24 hours a month, give or take, and prepare a contract for one year per the outline in the attached documentation.

I recommend the appointment of Mark Fougere (of Fougere Planning of Milford) to be the New Boston Planning Consultant effective February 1, 2016 at a rate of \$75.00 per hour and that a contract (attached) be signed and agreed for a duration of one year from starting date.