



MEMORANDUM

From the office of Town Administrator Peter R. Flynn

Date: December 31, 2015

From: Peter Flynn

To: Board of Selectmen

Subject: Appointment of Planning Coordinator

I have not received any applications during the posted timeline (for our in house posting) other than that which is attached.

Therefore, as Town Administrator and one who has taken note of the work experience and knowledge of Planning Department issues I hereby recommend that Shannon Silver be appointed Planning coordinator for the Town of New Boston effective January 18, 2016.