



**Town of Nahant  
Office of the Moderator**

171 Willow Road  
Nahant, MA 01908  
July 28, 2016

Mr. Francis X. McArdle  
77 Willow Road  
Nahant, MA 01908

Dear Mr. McArdle:

This is to appoint you to a position on the Nahant Personnel Advisory Board as authorized by Section 108c of Chapter 41 of the General laws. The term of your appointment is one year, expiring on July 1, 2017.

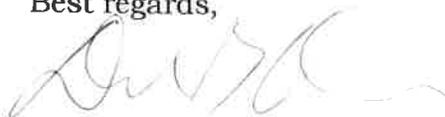
Enclosed herewith is a copy of the latest version of Article XIII of the Nahant Town By-Laws, the Personnel By-Law. The duties of the Personnel Advisory Board will focus on that By-Law.

The other members of the Committee are J. Clarke Orzalli (781-598-7146) and Jennifer McCarthy (781-316-7309). Our Town Administrator Jeff Chelgren (781-581-9927) sits as an *Ex Officio* member of the Committee.

Please contact the Town Clerk Margaret Barile (781-581-0018), to be sworn in. Please also contact Jeff Chelgren and me (617-359-4300), and we will arrange a kick-off and organizational meeting of the Committee.

Thank you for taking on this responsibility on behalf of the Town. I know that you will do an outstanding job for the Town.

Best regards,

A handwritten signature in black ink, appearing to read 'D. Conlin', with a horizontal line extending to the right.

David G. Conlin, Moderator  
Town of Nahant

Encl.

CC: Margaret Barile, Town Clerk  
Board of Selectmen  
Jeff Chelgren, Town Administrator  
Brendan Ward, Chair, FinCom



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Ms. Jennifer McCarthy  
19 Rangc Road #1  
Nahant, MA 01908

Dear Ms. McCarthy:

This is to appoint you to a position on the Nahant Personnel Advisory Board as authorized by Section 108c of Chapter 41 of the General laws. The term of your appointment is three years, expiring on July 1, 2019.

Enclosed herewith is a copy of the latest version of Article XIII of the Nahant Town By-Laws, the Personnel By-Law. The duties of the Personnel Advisory Board will focus on that By-Law.

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Please contact the Town Clerk Margaret Barile (781-581-0018), to be sworn in. Please also contact Jeff Chelgren and me (617-359-4300), and we will arrange a kick-off and organizational meeting of the Committee.



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J. Clarke Orzalli, RADM (Ret)  
12 Pearl Road  
Nahant, MA 01908

Dear Admiral Orzalli:

This is to appoint you to a position on the Nahant Personnel Advisory Board as authorized by Section 108c of Chapter 41 of the General laws. The term of your appointment is two years, expiring on July 1, 2018.

Enclosed herewith is a copy of the latest version of Article XIII of the Nahant Town By-Laws, the Personnel By-Law. The duties of the Personnel Advisory Board will focus on that By-Law.

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Please contact the Town Clerk Margaret Barile (781-581-0018), to be sworn in. Please also contact Jeff Chelgren and me (617-359-4300), and we will arrange a kick-off and organizational meeting of the Committee.