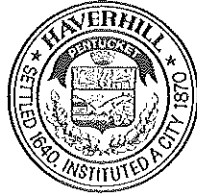


5.1.1



JAMES J. FIORENTINI
MAYOR

**CITY OF HAVERHILL
MASSACHUSETTS**

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
WWW.CI.HAVERHILL.MA.US

December 5, 2011

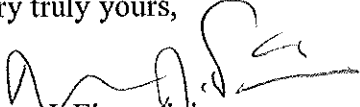
City Council President Michael J. Hart
& Members of the City Council

RE: Marilyn Sandberg Appointment

Dear City Council President & Members of the City Council:

I hereby nominate Marilyn Sandberg, of 168 East Broadway, as a member of the Haverhill Historic Commission. This is a confirming appointment and I recommend your approval. This appointment takes effect upon confirmation and expires December 13th, 2014. She is replacing Christian Miller whose term has expired.

Very truly yours,


James J. Fiorentini
Mayor

JJF/lk

cc: Marilyn Sandberg
William Pillsbury
Richard Raiche

Marilyn Sandberg
168 East Broadway
Haverhill, MA 01830
(978) 372-5862
mmclsand@verizon.net

Experience:

1998 - Present

Office Manager
Hammond Electric, Inc.
25 Avco Road
Haverhill, MA 01835
Paul Hammond, President
(978) 373-9979

Duties:

All aspects of running a small office:
accounts payable, accounts receivable,
payroll, 401(k) administration,
balancing bank statements and
petty cash account, correspondence,
insurance issues, filing, answering
telephones, and other duties as needed.

1995 - 1998

Clerk, Finance Department
Wakefield Distribution Systems, Inc.
249 North Street
Danvers, MA 01923
John Lucey, President
Note: Company is now a division of:
Retrievex Corporation
4 First Avenue
Peabody, MA 01960
Julie Mulkern, H.R. Dept.
(978) 539-3350

Duties:

Clerical support to Finance Manager. Duties
included billing, rating, records management,
telephone contact with customers, other duties
as needed.

Computer Skills:

QuickBooks, Excel, Microsoft Word

Other Skills:

Notary Public

References:

Provided upon request

Marilyn Sandberg

References

James J. Fiorentini
Mayor, City of Haverhill
Four Summer Street, Room 100
Haverhill, MA 01830-5876
Tele: (978) 374-2300
Years known: 2+

Arthur Bisenti
Project Manager, General Electric Co.
1000 Western Avenue
Lynn, MA 01910
(781) 594-5972 (office) (508) 320-1793 (cell)
Years known: 16

Mark Termini
Project Manager, Piquette & Howard Electric, Inc.
222 Plaistow Road
Plaistow, NH 03865
(603) 382-3182 (office) (978) 265-4735 (cell)
Years known: 11