

# TOWN ADMINISTRATOR REPORT



**Ryan M. McLane**

August 26, 2025

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## **Town Events and Town Hall News**

### **Professional Development Day – August 19th**

Town Hall staff came together on Tuesday, August 19, for a productive day of professional development. While I regret any inconvenience to visitors, the day provided an important opportunity for staff to complete mandatory training, connect their work to the broader mission, and engage with goal-based approaches across departments. Employees participated in targeted training sessions, toured proposed construction sites, and experienced COAHS transportation services firsthand. We plan to hold this training annually, likely in September next year to better avoid conflicts with summer vacation schedules.

### **Annual Volunteer Training Event**

We had an excellent turnout for our annual volunteer training, with a strong mix of new participants and recently elected committee chairs. The training covered the following topics:

- Overview of Carlisle's government structure
- Ethics and Open Meeting Law requirements
- Managing public comment during meetings
- Appointment and resignation procedures
- Finance basics for volunteers
- Roles and responsibilities of volunteers and chairs

The presentation will be shared with all Board chairs for distribution to their members, and a copy is also available [at this link](#).

## **New Town Hall Public Hours**

Effective July 1, Town Hall will operate under new hours:

Monday–Thursday: 8:30 AM – 4:30 PM  
Friday: 9:00 AM – 12:00 PM

These expanded hours aim to improve access to Town Hall services and create greater consistency across departments. A secondary goal is to standardize employee schedules to support long-term recruitment and retention efforts.

## **Human Resources Report and Appointments**

We are notifying the Board of the following employee appointments:

### *Town Administrator Appointments*

- Sam Fisher DPW Laborer/Driver

### *HR Report from Assistant Town Administrator and HR Director Aubrey Thomas*

We are excited to announce that the Town Administrator is slated to appoint Sam Fisher as DPW's newest Driver/Laborer shortly. Sam brings hands-on experience in landscape construction, equipment operation, snow plowing, and truck driving, and is currently pursuing both a Class B CDL and a 2B Hoisting License to further expand his skills in public works.

We received more than 40 applications for the Assistant Town Clerk position and interviewed five candidates. Two stood out as exceptionally strong, so we are moving forward with second-round interviews and expedited reference checks. We expect to provide an update at the next Select Board meeting.

Our new Finance and HR Assistant, Ratana So, started this week and has already been a great addition to the HR team! She will be joining me Monday morning, August 25 to welcome the school staff and advise them on how we can help with benefits, payroll, retirement plans, personnel policies, MIIA resources, and general HR concerns.

## **Department Updates and Information**

### **FY27 Contract Negotiations**

Both of our Public Safety Chiefs are now entering the third year of their current contracts. I would like to confirm the Board's preferred approach to negotiating these agreements, as well as your expectations regarding the timeline for initiating discussions.

## **Finance Committee Planning**

The Finance Committee has begun its summer planning process and reviewed department submissions on the following:

- MBTA Communities scenario impacts
- Five-year operating budget forecast
- Five-year capital plan

This information will help the Committee evaluate Carlisle's long-term affordability and determine how best to align projected revenues with anticipated expenses. The results of this planning process will be presented to the Select Board in late September or early October, officially launching the FY27 budget season.

## **Green Communities Award**

Carlisle has been awarded a \$15,425 Green Communities grant from the Department of Energy Resources thanks to the efforts of Sarah Wasserman and the Municipal Facilities Committee. The grant will fund additional insulation for the Brick Building. Together with the Committee's ongoing HVAC upgrades, these improvements will significantly enhance the building's overall energy efficiency.

## **New EV Charging Fee Trial**

I am requesting feedback from the Board on the attached proposal to introduce an idling fee for the EV chargers located at Carlisle Public Schools. While the current charging program is budget-neutral, the Town will incur additional costs once the initial maintenance plan expires. To help offset these future expenses, Sarah has recommended a modest idling fee—an approach already adopted in many neighboring communities.

We are seeking approval to implement a six-month trial period to evaluate the cost-benefit of this change. A full report and supporting details are included in the attachment.

## **Capital Project Updates**

### **Elevator Modernization Project**

This week, we received official notification from the Attorney General's Office that the bid protest was upheld, requiring the Town to rebid the project. I am working closely with Town Counsel and the project architect to move quickly and prepare the bid for reissuance.

The protest involved two claims: (1) that the warranty requirements in the bid package were unclear, and (2) that the rationale for not using filed sub-bids was not adequately documented.

The first claim was dismissed. However, the second claim was upheld, with the Attorney General finding that the architect's defense of the filed sub-bid analysis was insufficient.

Although the complainant raised no concerns until after the bid results were finalized, the lack of supporting documentation warranted a new procurement process.

We have notified the previous low bidder, who expressed interest in submitting again. The rebidding process will delay the project approximately six weeks.

I met with Town Counsel and our Architect to discuss the rebidding process. We have clarified some sections of the bid documents and will likely put the project out to bid in September.

### **Brick Building HVAC**

We had a successful bid opening

### **Town Hall Bathroom Renovation**

We plan to rebid the project in September, with an anticipated start date in October or November. The delay was caused by a recently discovered leak in one of the bathrooms. This change in project scope is currently being addressed and will be incorporated into the revised bid documents. Many thanks to the Facilities Department for their prompt work in getting the damaged bathroom back up and running.

### **Cemetery Mapping and Software Implementation**

Gretchen worked closely with Gordon Means of the Cemetery Committee to finalize the bid process for the cemetery mapping and software project approved at Town Meeting. The contract was awarded to CIMS, with implementation costs falling within the approved budget. The Committee and the DPW are moving forward to the implementation stage.

### **Supplemental 2025 Road Maintenance**

We awarded this contract to Lazaro Paving. The project includes paving and improvements on Pheasant Hill, Berry Corner, and Acton, in addition to completing the CPS Facilities Parking Lot Project. We are having a preconstruction meeting with Lazaro next week to initiate the paving process in September.

### **Community Preservation Act Projects**

#### **Banta Davis Track Rehabilitation**

This contract was awarded to Lazaro Paving, with the bid coming in below estimates. We will hold a coordination meeting with Lazaro and aim to complete both paving projects together.

## **Hydrology Studies – Greenough and Cranberry Bog**

Our consultants recently completed fieldwork for the two hydrology studies commissioned by the Conservation Department. To enhance the value of this effort, we held a stakeholder meeting on the final day of fieldwork, giving interested residents and volunteers an opportunity to contribute to the scientific process. The final reports will provide comprehensive analyses that deepen our understanding of these two vital local water resources and outline their related infrastructure needs.

## **Bog House Affordable Housing Feasibility Study**

We contracted Nitsch Engineering to assess the septic capacity at the Bog House, and the results are now in. Their findings provide a clearer understanding of the work required to move forward with a potential affordable housing project at this site. We plan to convene the Select Board and the Carlisle Affordable Housing Trust for a joint discussion on next steps immediately following the Fall Town Meeting.

## **Building Construction Projects**

### **Library Renovation**

No new update.

### **Police Station Renovation**

The Board of Health hosted a meeting on Thursday to discuss the final approval process for the septic system work. This, in addition to minor final approvals from the Conservation Commission (8/28) and a release of the building permit will continue the notice to proceed. We currently expect construction to begin on September 8<sup>th</sup>.

The first large hurdle for the project will be excavation. Although we are hopeful that the contamination has subsided, the site is currently under monitoring for fuel and oil contamination. We contracted with AACOM to monitor the excavation for contamination (RAM plan) and we remain hopeful that the soils will pass certification and not require special removal. If special removal is required, this will likely eat significantly into the project's contingency.

Additionally, issuing the NTP starts a clock to complete the project in one year. APC will start indoor and outdoor work simultaneously, hoping to complete the septic and excavation work in time for the winter months. This work will be followed by framing for the sallyport and garage, then final finishes in the spring.

## **Fire Station Renovation**

The Fire Station Apparatus Committee is prepared to present its findings to the full Select Board. The next steps include finalizing the program scope and designing a building to meet those identified needs. If the Board intends to bring a proposal to Fall Town Meeting, the project will require focused attention throughout August and September, including prompt feedback during the design phase to meet necessary deadlines.

## **DPW Building**

No new update.

## **Upcoming Discussion Topics**

**Fall Town Meeting – November 2:** The Special Town Meeting scheduled for November 2 will require several key action items from the Select Board, including:

- A finalized recommendation on the number of meeting nights and associated nightly agendas
- A final list of warrant articles
  - MBTA Communities
  - Wetland Bylaw Update
  - Historical Commission Demolition Delay
  - Fire Station Renovation Design Funding
  - CPA Article – Amending the Banta Davis Track Article
- Board recommendations on each warrant article

Please let the Chair and me know what information or support you may need to make these decisions in a timely manner—particularly if joint meetings need to be scheduled or if staff assistance is required to prepare reports or materials.

**MCRS Presentation and Discussion:** Representatives from the Middlesex County Retirement System (MCRS) will attend a future meeting to provide an overview of the assessment process and discuss the likelihood of continued increases due to the system's efforts to address long-term liabilities. This session will offer the Board an opportunity to ask specific questions and gain a clearer understanding of the system's financial outlook.

**Town Administrator Evaluation:** It is my understanding that this will now be conducted in December.

## **Approval Notifications**

- We approved a rotary sign advertising the Carlisle Democratic Town Committee Annual Picnic. The sign will be in the rotary from August 21 to August 24. \
- We approved a rotary sign advertising the Ride/Run for Liv. The sign will be in the rotary from September 5 to September 14.

## **Staff Recognition**

I would like to recognize and thank several dedicated staff members for their outstanding contributions to the Town:

### **Jon Metevier**

Jon deserves tremendous credit for stepping up to serve as Acting Conservation Administrator for more than six months during a critical transition period. His immediate expertise allowed the Conservation Commission to continue its important work and successfully hire a new Administrator without a disruption in service; all while Jon continued to manage the Building Department. This is the second time Jon has taken on such a role, having previously bridged the transition between the Planning Administrator and the Town Planner. Few professionals in municipal government match Jon's caliber, and even fewer are willing to dedicate so many additional hours solely to support their community and colleagues. His commitment is extraordinary, and I cannot thank him enough.

### **Aubrey and Gretchen**

I am deeply grateful to Aubrey and Gretchen for their leadership and hard work in my absence. They not only kept projects on track but also played a central role in organizing our recent professional development day. Aubrey worked tirelessly to carry out the Select Board's vision of providing high-quality training for our Town's volunteers.

### **Supporting Staff**

Thank you as well to Tahleen from the Library and Chief Amendola from the Police Department for assisting with building tours and the issuance of library cards, and to Steven Munroe for his can-do spirit and clear explanations of the facilities work that happens daily, often unseen, outside of Town Hall.

### **Mark Schofield**

Finally, Chief Amendola and I want to thank Mark Schofield for his 42 years of service with the Carlisle Police Department. Mark served as a Communications Supervisor, a Special Police

Officer, and recently received a commendation bar for a lifesaving award. We sincerely thank Mark for his service and wish him the very best in his next chapter.

### **Upcoming Select Board Dates of Interest**

- **September 2:** Special Select Board Meeting (GPLT Appointment)
- **September 9:** Regular Select Board Meeting
- **September 16:** Special Select Board Meeting (Dog Hearings)
- **September 23:** Regular Select Board Meeting
- **October 14:** Regular Select Board Meeting
- **October 27-29:** TA, ICMA Conference
- **October 28:** Regular Select Board Meeting
- **November 2:** Fall Town Meeting

### **Upcoming Select Board Meeting Draft Agenda**

Attached is an initial draft of the next meeting agenda for your review.



COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF  
ENERGY AND ENVIRONMENTAL AFFAIRS  
**DEPARTMENT OF ENERGY RESOURCES**  
100 CAMBRIDGE ST., 9<sup>th</sup> FLOOR  
BOSTON, MA 02114  
Telephone: 617-626-7300

**Maura T. Healey**  
Governor

**Rebecca L. Tepper**  
Secretary

**Kimberley Driscoll**  
Lt. Governor

**Elizabeth Mahony**  
Commissioner

August 12, 2025

Ryan M. McLane, Town Administrator  
Town of Carlisle  
66 Westford Street  
Carlisle, MA 01741

Dear Administrator McLane:

I am pleased to inform you that the Department of Energy Resources (DOER) Green Communities Division has approved an award of \$15,425 for the following projects proposed in the Town of Carlisle's Green Communities Competitive Grant application.

List of projects funded:

- \$15,425, Brick Building — Insulation

The Division reviewed Carlisle's grant application and has determined these are viable projects that meet the eligibility requirements of our Competitive Grant program. **Please note that, due to the competitive nature of this grant program, the use of these funds is restricted to the specifically approved projects listed above.**

Jane Pfister, Green Communities Grant Coordinator, will follow up with the contacts listed in your competitive grant application to discuss the next steps, including coordination of the grant contract process. We congratulate you on your grant award and applaud your efforts to create a cleaner energy future for your community and the Commonwealth as a whole.

Please note, the receipt of grant funds is contingent upon the municipality being able to certify that it will comply with the Massachusetts General Laws, including G.L. c. 40A, § 3A, the MBTA Communities Act. Compliance with the MBTA Communities Act is determined by the Executive Office of Housing and Livable Communities, as applicable.

Please do not hesitate to contact me at 617-823-4029 or by email at [Joanne.Bissetta@mass.gov](mailto:Joanne.Bissetta@mass.gov) with any questions you may have regarding your grant award.

Sincerely,

A handwritten signature in black ink, appearing to read "Joanne Bissetta". The signature is fluid and cursive, with a long horizontal stroke at the beginning.

Joanne Bissetta, Director  
Green Communities Division

Cc:

Scott Triola, Chair Select Board

Sarah Wasserman, Land Use and Sustainability Coordinator

Dillan Patel, North Green Communities Regional Coordinator

Memo: New Proposed EV Pricing Trial

Date: 8/13/25

Prepared by: Sarah Wasserman, Land Use and Sustainability Coordinator

**Key Points:**

- Proposal for a new pricing trial, where users will be charged an additional \$0.03 per minute after a period of 6 hours from the start of connection, start date following Select Board approval.
- Consideration of future costs includes deciding whether to pay for equipment maintenance plan.

In compliance with the Select Board’s conditions for approval, the EV chargers at the Carlisle Public School are currently budget neutral. There is some fluctuation month to month in revenue, with the occasional deficit, but in FY25, the overall net revenue maintained a small, positive balance.

However, after September 5, 2026, the Town’s prepaid contract with ChargePoint expires, and the Town will begin to incur higher monthly costs.

The extent of these costs is partially up to the Town. If the Town opts in to the Assure Maintenance Plan, offered by ChargePoint, the monthly expenses will be higher than if we stay with the minimum Network services ChargePoint requires.

Including both the required and optional costs, the Town would need to cover the equivalent of \$332.50 per month. Without the optional costs, the monthly charge is \$182.50. With current economic uncertainty, especially in the EV sector, these numbers may increase by September 2026. The average monthly revenue in FY25 was \$50.44.

The Massachusetts Electric Vehicle Infrastructure Coordinating Council (MEVICC) recommends a method of increasing revenue at EV charging stations called a “Parking Fee” or an “Idle Fee”. In this model, users are charged an extra fee for time spent charging after a set period. Adding this fee structure for a trial period this fall and winter (September –

FY	Month	Net Town Revenue
25	July	\$ 63.70
25	August	\$ (3.04)
25	September	\$ 47.15
25	October	\$ 64.04
25	November	\$ 55.15
25	December	\$ 101.67
25	January	\$ 51.96
25	February	\$ (10.08)
25	March	\$ 65.31
25	April	\$ 56.99
25	May	\$ 96.16
25	June	\$ 16.21
	<b>FY25 Total</b>	<b>\$ 605.22</b>

February) can inform us if this will be an effective revenue-building strategy for Carlisle's unique setup.

The proposed trial is as follows: **After a period of six hours, users charging at the CPS stations will be charged three cents per minute.**

The MEVICC recommends a fee between \$0.05 and \$0.20 per minute. Calculations using data from July, September, and December 2024 have shown that a fee as low as \$0.03 per minute is sufficient to provide enough revenue over the course of the year to close the gap. This is especially the case should the Town opt-out of the Assure Maintenance plan.

Month	Revenue	# of minutes charged over 6 hrs.	Three cents per minute revenue	Total calculated revenue
July	\$63.70	6,930	\$207.90	\$271.60
September	\$47.15	4,050	\$121.50	\$168.65
December	\$101.67	14,280	\$428.40	\$530.07

This chart shows that if the \$0.03 per minute idle fee had existed during these three months, the additional revenue raised would have covered the additional costs. Similar to the current pattern in revenue, some months (like September) are slightly under target, while other months (like December) are well over, ultimately maintaining the minimum of budget neutrality.

The period of 6 hours is informed by the fact that many of the regular users of the stations are staff at the school. A 6-hour time window avoids penalizing this key user base. Additionally, because the chargers are currently throttled to avoid excessive demand charges from Eversource, it takes longer for vehicles to fully charge – the six-hour window also accommodates for this condition.

6 months of data from this trial will help the Town answer the question of whether it will be possible to raise the necessary funds for future costs with this method.

If this trial demonstrates that the \$0.03 per minute rate is sufficient, next steps will include securing a contract(s) with ChargePoint that locks in advantageous prices.

If this trial demonstrates that the \$0.03 per minute rate is not sufficient, the Town can explore other steps. These include a trial with a higher per-minute rate, as well as working with Eversource on other strategies.



SELECT BOARD  
TUESDAY, SEPTEMBER 9<sup>TH</sup>, 2025  
AT 7:00 P.M.  
**CLARK ROOM, TOWN HALL**  
**66 WESTFORD ST. CARLISLE, MA 01741**  
**HYBRID MEETING**

**AGENDA**

TIME	PURPOSE
7:00 p.m.	1. Community Input
7:05 p.m.	2. Appointments and Resignations
7:10 p.m.	4. Road Maintenance Plan Draft
8:00 p.m.	5. Tecton Fire Station Presentation
8:30 p.m.	6. Special Town Meeting Discussions <ul style="list-style-type: none"><li>• MBTA Communities</li><li>• Wetland Bylaw</li><li>• Historical Delay Bylaw</li><li>• Fire Station</li><li>• CPA – Banta Davis Track Adjustment</li></ul>
9:15 p.m.	5. Adding Cell Service to Carlisle Towers
9:30 p.m.	7. Town Administrator Report
9:45 p.m.	8. Warrant and Minutes Approval
9:50 p.m.	9. Liaison Reports
9:55 p.m.	10. Cemetery Deeds
10:00 p.m.	11. Community Input
	Adjourn

Join Zoom Meeting

<https://us02web.zoom.us/j/84331517848?pwd=ato7oRc312oFhAtGWIBbazGsEtJ9Wq.1>

Meeting ID: 843 3151 7848

Passcode: 701613

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One tap mobile

+13092053325,,84331517848#,,,,\*701613# US

+13126266799,,84331517848#,,,,\*701613# US (Chicago)

## Gretchen Gallimore

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, August 20, 2025 4:40 PM  
**To:** Gretchen Gallimore; Aubrey Thomas  
**Subject:** Online Form Submittal: Reserve Town Property for Private Signs

### Reserve Town Property for Private Signs

Use this form to request approval to place a private sign in the Rotary, Town Common, or other Town-owned land. Town Common requests must also be approved by the First Religious Society. Other Town-owned land may require permission of an associated public body.

The Select Board/Town Administrator will typically approve a display period not longer than one week, with a possible renewal for a second week. Only two private signs at a time, no larger than 2 feet by 3 feet, may be displayed in the Rotary. In order to place a private sign in the right of way in front of a residence or business, one must obtain the permission of the property owner.

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Name	Francis Tacardon
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Email Address	francistacardon@yahoo.com
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Address	195 Rockland Rd
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City	Carlisle
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State	MA
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Zip Code	01741
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Phone Number	9785908201
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I'd like to place a sign on the...	Rotary, Town Common
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If "other", on what Town land would you like to place your sign?	United States
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Date(s) of Reservation	8/21/2025 9:00 AM - 8/24/2025 7:00 PM
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All Day	Yes
Size and Type of Sign	Lawn sign: 2 ft x 1 ft
Organization and Purpose	Carlisle Democratic Town Committee Annual Picnic
Text of Sign	Carlisle democratic town committee picnic Sunday , aug 24 , 1-4 pm All are welcome
Attach File	<a href="#">IMG_2284.jpeg</a>
Terms of Use	Yes

Email not displaying correctly? [View it in your browser.](#)

## Gretchen Gallimore

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, August 13, 2025 2:18 PM  
**To:** Gretchen Gallimore; Aubrey Thomas  
**Subject:** Online Form Submittal: Reserve Town Property for Private Signs

### Reserve Town Property for Private Signs

Use this form to request approval to place a private sign in the Rotary, Town Common, or other Town-owned land. Town Common requests must also be approved by the First Religious Society. Other Town-owned land may require permission of an associated public body.

The Select Board/Town Administrator will typically approve a display period not longer than one week, with a possible renewal for a second week. Only two private signs at a time, no larger than 2 feet by 3 feet, may be displayed in the Rotary. In order to place a private sign in the right of way in front of a residence or business, one must obtain the permission of the property owner.

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Name	Jody Marchand
Email Address	jodymarchand1@hotmail.com
Address	6 River St
City	Westford
State	MA
Zip Code	01886
Phone Number	9788579861
I'd like to place a sign on the...	Rotary, Town Common
If "other", on what Town land would you like to place your sign?	Westford, MA
Date(s) of Reservation	9/5/2025 12:00 PM - 9/14/2025 5:00 PM

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All Day	Yes
Size and Type of Sign	sandwich board 2x3
Organization and Purpose	Live for Liv Foundation raising money for victims of domestic violence.
Text of Sign	Ride for Liv/Run for Liv LIVE FREE Honor Olivia Live for Liv.org SEPT 14 Rain or Shine
Attach File	<i>Field not completed.</i>
Terms of Use	Yes

Email not displaying correctly? [View it in your browser.](#)

# Samuel Fisher

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July 29, 2025

Ms. Aubrey Thomas  
Assistant Town Administrator/HR Director  
Town of Carlisle  
66 Westford Street  
Carlisle, MA 01741

Re: Full-Time Driver/Laborer

Dear Ms. Thomas,

I am responding to the Full-Time Driver/Laborer position within the Carlisle Department of Public Works that was posted on the [masstowncareers](#) website. I am very interested in this position.

I am a healthy and committed individual able to problem solve and plan. I am currently employed by a small landscape construction business and have helped to complete small and mid sized landscape construction projects in the Carlisle, Concord, and Acton area. I am responsible for material purchases, small equipment operation (jack hammer, skid steer, dump truck, chain saw, concrete saw), snow plowing (in the winter), and I assist in landscape and hardscape installations.

I have practical experience with towing equipment and trucks. I owned an 18' trailer (and several other smaller trailers) and a Ford F-350 that I used for landscape projects and motorcycle transport. I also had a small residential snow plow business and worked as a contract snowplow driver with the Town of Concord for two winters.

Prior to my work with the landscape company, I worked at Crosby's Marketplace in Concord where I gained valuable experience in working and communicating with customers and fellow employees.

I am excited to be part of the team at the Carlisle DPW learning new skills and working with talented partners. I plan to obtain a Class B Commercial Driver's License. I am currently enrolled in a program to obtain my Class 2B Hoisting License. I am scheduled to take the test in September 2025.

I have uploaded a copy of my resume and this cover letter.

I would appreciate the opportunity to meet and discuss how I might be able to contribute to the Town of Carlisle Department of Public Works. If you have any questions at all, please do not hesitate to call.

Thank you for your time and consideration.

Sincerely,



Samuel W. Fisher

# SAM FISHER

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## WORK EXPERIENCE

**American Site Corporation** | Concord, MA

2024 - Present

*Truck Driver & Laborer*

- Skilled laborer for American Site Corporation landscape construction company
  - Installation of plant material including shrubs, trees, sod, mulch, loam, etc.
  - Assists in installation of granite cobble edging and patios and reparations of roads/driveways
  - Materials sourcing and vehicle (utility truck, 1-ton dump truck, pick-up truck) operation
- Assists with snow plowing in the winter

**Snow Plow Services** | Concord, MA

2017 - 2023

*Town of Concord*

- Contract snow plow operator for the Town of Concord

*Freelance*

- Provided snow plowing and snow blowing services for 15+ residential customers

**Crosby's Marketplace** | Concord, MA

2015 - 2023

*Customer Service Representative*

- Provided customer service to shoppers, answered questions, offered suggestions, etc.
- Handled transactions including purchases and returns
- Assisted with organizing employees' schedules
- Managed food and product delivery coordination
- Maintained inventory levels and restocking shelves

**The Gifford School** | Weston, MA

2014 - 2016

*Landscaper*

- Provided exterior maintenance including mulching, weeding, and athletic field maintenance

## EDUCATION

**At Leisure Contractor Licensing**

Present

Hoisting License 2A

**The Gifford School** | Weston, MA

May 2016

High School Diploma

## SKILLS

- Clean driving record
- Medical DOT Card
- Experience with 18' trailer pulled by Ford F-350
- Snow plow operation
- Small machinery operation (chain saw, lawn mower, snow blower)

*References available upon request*