



# Town of Winchester

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## Memorandum

To: Select Board

From: Beth Rudolph, PE, Town Manager

Subject: Informational Technology Department - Network Administrator

Date: July 31, 2023

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In accordance with section 4-2b of the Town Charter, I have made the following regular, full-time permanent appointment in the Informational Technology Department - Network Administrator.

**Michael Wayne , Methuen**  
**Assistant Treasurer/Collector**

I respectfully request that the Board vote to waive the customary 15-day appointment.