

Mayor
Brian Kines, PhD
City Manager
Jeffrey D. Kobrock

Councilors
Jean Dellert
Dennis Doiron
Steve Hanley
Philip Hart
Richard Nickless
Richard Rambo
Michael Webster

EXHIBIT A

June 10, 2004

TO: Michelle Dibenedetti, Tax Collector
Dee Berglund, City Clerk
Becky Bowdoin, Sewer Clerk
Pat Coty, Finance Administrator
Molly Gallant, Administrative Assistant to the City Manager
Dot Morang, Administrative Assistant, Codes/Planning/Assessing/GA

FR: Jeff Kobrock, City Manager

Upon the advice of City Solicitor Erik Stumpf, Esq. we will require payment of all outstanding balances due the City before issuing any type permit/license/authorization to applicants. The majority of our residents make the effort to be current in all their obligations. In fairness to that majority of residents, we need to work with those who have outstanding balances to clear those balances before issuing any type of City authorization.

Thank you for your assistance with this effort.

A TRUE ATTEST

Michelle D. Fournier