Town of Shirley BOARD OF SELECTMEN

7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812



TEL: (978) 425-2600, x200 Fax: (978) 425-2602

MEMORANDUM

TO: All

FROM: Nathan Boudreau, Executive Assistant

- CC: Patrice Garvin, Town Administrator Members, Shirley Board of Selectmen
- **DATE:** July 14, 2017

SUBJECT: Summer Hours

As of Monday July 17th the Following Town Hall Offices will be operating under Summer Hours until August 31, 2017:

Treasurer / Collector

Recreation

Assessors

Public Safety Administrative Assistant

Sewer

Board of Health / Inspectional Services

Facilities Coordinator

Planning, Zoning, and Conservation

Accounting

Ambulance

The Summer Hours are as follows:

Monday: 7:00am- 5:00pm

Tuesday- Thursday: 7:00am- 3:30pm

Friday: 7:00am -11:30am

Please direct any questions regarding this matter to the Board of Selectmen's Office