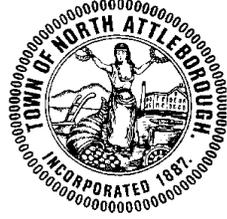


Michael Borg
Town Manager



TOWN OF NORTH ATTLEBOROUGH
43 South Washington Street
North Attleborough MA 02760
508-699-0100

INTEROFFICE MEMORANDUM

DATE: Friday, August 29, 2025
TO: Town Clerk Pat McNielly
FROM: Michael Borg, Town Manager *Mary Zgambz 8/25*
CC: Stephanie Mitchell, Animal Control Officer
Dr. Cheryl Butts, Human Resources Director
Drew Dubois, Assistant Human Resources Director
RE: **Measure 2026-003-Confirmation of Appointment of Stephanie Mitchell as Animal Control Officer for the Town of North Attleborough**

Town Council Meeting- President Justin Paré
Measure 2026-003-Confirmation of Appointment of Stephanie Mitchell as Animal Control Officer for the Town of North Attleborough

Purpose and Justification:

Purpose:

To appoint Stephanie Mitchell to the position of Animal Control Officer for the Town of North Attleborough.

Justification:

Stephanie Mitchell, Assistant ACO, was appointed as Acting Animal Control Officer on July 1, 2025, following the previous ACO's transfer to the Human Resources Department. Since that time, she has thoroughly impressed me with her professionalism, her steadfast commitment to the Town's vision, and her dedication to serving our community. Ms. Mitchell has more than 20 years of extensive experience in the animal care field, including 10 years in a supervisory role. Her performance as Acting ACO has been flawless, demonstrating both skill and leadership in managing the responsibilities of the role.

She combines this experience with a deep commitment to animal welfare and the highest standards of service, making her the right choice to lead the Town Animal Shelter. Ms. Mitchell has displayed dedication, motivation, and leadership throughout her tenure, and I am confident she will succeed as the Animal Control Officer upon the confirmation of appointment by the Town Council.

Therefore, I respectfully request that the Town Council confirm the appointment of Stephanie Mitchell as the Animal Control Officer for the Town of North Attleborough.

The Town Council met on August 25, 2025, and on behalf of the Town Council, a motion was made by Vice-President Lapointe to approve Measure 2026-003- Confirmation of Appointment of Stephanie Mitchell as the Animal Control Officer for the Town of North Attleborough.

Councilor Donovan seconded the motion.

Motion carried. 9-0.