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**CITY OF DANBURY**  
**FIRE DEPARTMENT**  
**19 NEW STREET**  
**DANBURY, CONNECTICUT 06810**

**GEOFFREY HERALD, CFO**  
**FIRE DEPARTMENT**

**PHONE: (203) 796-1550**  
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August 26, 2013

Mayor Mark D. Boughton  
City Council Members  
City of Danbury

Re: Appointment of Provisional Fire Marshal

Dear Mayor Boughton and City Council Members:

With the recent retirement of the appointed City Fire Marshal, I am respectfully requesting that you consider the appointment of Deputy Fire Marshal Marilyn Gillotti as Provisional Fire Marshal. Deputy Fire Marshal Gillotti is the senior Deputy in the Community Risk Reduction Office and has served there for over 16 years. She is fully and properly credentialed as a Fire Marshal by the State of Connecticut and has agreed to serve in the capacity pending the promotion of a permanent appointee.

Should you have any questions please contact me.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Geoff Herald".

Geoffrey Herald  
Chief, Fire Department