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To: City of Westbrook
From: Chief Sean Lally
Date: January 22, 2024

RE: Promotion Announcement

I am pleased to announce the promotion of Mary Morrissey to Principal Financial Officer supporting the Police, Fire & Rescue, and Emergency Communications Departments. This promotion reflects her outstanding performance, dedication, and significant contributions to our City. Mary's expertise in financial management, administration, and commitment to excellence have not gone unnoticed. Throughout her 14-year tenure, she has consistently demonstrated a high level of know-how and a deep understanding of financial intricacies.

Mary started her career at USW Education Network of Maine and WCSH Channel 6 News as a Master Controller by operating and controlling the audio and video equipment and partnering with the engineers during live programming. Prior to Westbrook, she worked at the City of South Portland for ten years processing payroll and accounts payable. Mary has held various positions at the City of Westbrook starting as a Customer Service Representative, Administrative Assistant, and Junior Accountant in Community Services before transferring to Office Coordinator in Public Safety. Mary holds a Bachelor of Arts in Communications from the University of Southern Maine and has completed course work in Financial and Intermediate Accounting from Southern Maine Community College.

As the Principal Financial Officer, her responsibilities will expand to include managing and monitoring federal, state, and local grants to comply with program guidelines for expenditure, funding, and accountability; oversight of union contract verbiage as it related to pay, accruals, and other initiatives, analyzing financial information to ensure all operations are within budget; and manages confidential personnel files including medical and employee internal investigations. This role is crucial to the continued success and growth of our Public Safety Departments, and we are confident that Mary's skills will contribute significantly to these efforts. Please join me in congratulating Mary on this well-deserved promotion. We are excited about the positive impact she will undoubtedly make in her expanded role and the continued success she will bring to the City.



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