



Office of the Town Accountant

50 Billerica Road
Chelmsford, MA 01824-2777

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TOWN OF CHELMSFORD
PATRICIA E. DZURIS
TOWN CLERK

Darlene R. Lussier, Town Accountant
Tel. 978-250-5215 Fax 978-244-9046

March 24, 2026

Chelmsford Select Board
50 Billerica Road
Chelmsford, MA 01824

Re: Town Accountant Letter of Retirement

Dear Select Board,

Following the provisions of the Employment Agreement between the Town of Chelmsford and the Town Accountant dated September 25, 2023, please accept this letter as formal notification of my retirement from my position as Town Accountant, effective September 7, 2026. This date fulfills the sixty-day advanced notice requirement outlined in Section 11.

Serving this community for 26 years has been a profound honor. I am particularly proud of our work in maintaining the town's AAA bond rating and the successful completion of our financial audits. It has been a privilege to work alongside such a dedicated team of public servants and to contribute to the financial stability of our town.

To ensure a smooth transition, I am committed to assisting with the search and training for my successor. I will prioritize documenting all critical year-end workflows and internal controls to ensure there is no disruption in our financial reporting cycles.

Thank you for your support, leadership and the opportunities I have been given during my tenure. I look forward to watching the town continue to thrive.

Best regards,

Darlene Lussier

Town Accountant

cc: Patricia Dzuris, Town Clerk
Paul Cohen, Town Manager