

File

October 5, 1970

To the Honorable, the City Council:

I wish to notify your Honorable Body that I have appointed Robert J. LeBlanc, 28 Magoun Street, Cambridge, Massachusetts, as Assistant to the City Manager, effective this date, at an annual salary of \$12,000.00.

Enclosed herewith is resume of his background.

Very truly yours,

John H. Corcoran
City Manager

JHC/b

Robert J. LeBlanc
28 Magoun Street
Cambridge, Massachusetts

Place of Birth: Cambridge
Date of Birth: January 22, 1945 Age: 25 years

Education:

St. John the Evangelist, North Cambridge
Bedford High School
Suffolk University College of Business Administration
B.S.B.A. Management major and double minor in
Government and in Education - Dean's List
Boston University Graduate School of Education
Northeastern University Institute of Insurance
Suffolk University Law School

Occupation:

Administrative Assistant to the Commissioners of
Middlesex County - in this capacity the areas of
involvement include:

- 1.) Public Finance
 - a. Budget
 - b. Taxation
 - c. Assessments - Abatements
 - d. Loans and Bond Issues
- 2.) Procurement - Contract Management
- 3.) Public Works Projects
 - a. Highways
 - b. Court House Facilities - construction
and maintenance
 - c. Educational Facilities - construction
and maintenance
 - d. Inspection of Jails and Houses of Correction
- 4.) Personnel Administration
- 5.) Intergovernmental Relations
- 6.) Conservation - Recreation
- 7.) Hospital Administration - Public Health

Experience Relevant to Housing and Public Administration:

- 1.) Associate Director, pending election as Director,
of Interfraternal Community Development Corporation,
375 Commonwealth Avenue, Boston, a non-profit corp-
oration, financed through M.H.F.A. and H.U.D. to
construct low and moderate income housing in Suffolk
County.

- 2.) Licensed Real Estate Broker and Appraiser
- 3.) Member of the Advisory Committee of the Joint Committee on Urban Affairs (Sub-Committee on Housing) of the Great and General Court of the Commonwealth of Massachusetts. It was this Committee which produced House Bill 5000 a report which analyzed the problems of housing in Massachusetts and made various recommendations to the Department of Community Affairs and to the Legislature.
- 4.) Member, American Society for Public Administration
- 5.) Member, Cambridge Housing Convention
- 6.) Member, Massachusetts Public Employees Association
- 7.) Member, U.S. Public Personnel Association

Church and Civic Associations:

Director, Columbus Association Incorporated
 Former Treasurer, North Cambridge Council Knights of Columbus
 Former Chairman Newman Apostolate of the Archdiocese of Boston
 Member, Catholic Interracial Council
 Member, St. John's Holy Name Society
 Member, Democratic City Committee of Cambridge
 Past President, Cambridge Young Democrats
 Former Member, Mass. Young Democrats Executive Board
 Former Member, Legislative Committee MYD
 Former Director, Irish-American Assoc. of Middlesex County
 Member, Civic Unity Committee Sub-committee on Education
 Member, Community Schools Committee
 Member, Committee on Summer Youth Centers
 Member, Cambridge Lodge of Elks Youth Activities Committee
 Chairman, Cambridge Chapter of the March of Dimes 1968 & 1969
 Commissioner, City of Cambridge Mayor's Crime Commission
 Chairman, Committee on Juvenile Delinquency and Youth Crime
 Member, Executive Committee of the Crime Commission
 Member, North Cambridge Planning Team
 Member, The State Club
 Member, Cambridge Junior Chamber of Commerce

October 2, 1970

Mr. Robert J. LeBlanc
28 Magoun Street
Cambridge, Massachusetts

Dear Mr. LeBlanc:

This communication will confirm my appointment
of you as Assistant to the City Manager, effective
October 5, 1970, at an annual salary of \$12,000.00.

Very truly yours,

John H. Corcoran
City Manager

JHC/b

44-A
Appointment of Robert J. LeBlanc as
Assistant to City Manager.

In City Council,
October 5, 1970