



January 12, 2016

**Mark Venesky, Supervisor**  
Town of Cicero  
8236 South Main Street  
Cicero, New York 13039

RE: Planning Board Engineering Retainer Agreement

Dear Supervisor Venesky:

O'Brien & Gere is pleased to have been appointed to represent the Town of Cicero Planning Board for 2016. As part of the services to the Planning Board our office provides miscellaneous advice and consultation and attends meetings at the request of the Planning Board Chairman, Planning Board Members and Codes Enforcement Office. These services will be provided for the period from January 1, 2016 through December 31, 2016 at an annual rate of \$3,500.00 to be paid in monthly installments of \$291.67 in accordance with the Professional Master Services Agreement between the Town of Cicero and O'Brien & Gere.

If agreeable, please sign and return a copy of this agreement to the undersigned at your convenience.

Very truly yours,

O'BRIEN & GERE ENGINEERS, INC.

Mark C. Parrish, P.E.  
Managing Engineer

Accepted by:

TOWN OF CICERO

Mark Venesky, Supervisor

Date: 1-28-2016

cc: Robert Smith, Chairman - Town of Cicero Planning Board  
Heidi Lalone - Code Enforcement Office - Town of Cicero  
Stephen Snell, P.E. - O'Brien & Gere

TOWN OF CICERO

JAN 29 2016

TOWN CLERK

*received  
Supervisor  
Office  
cc: weate  
file*

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