



**Christine Joyce**

---

**From:** Lauren Rosenzweig  
**Sent:** Sunday, October 14, 2007 1:54 PM  
**To:** Dore' Hunter  
**Cc:** Manager Department; Economic Development Committee; Volunteer Coordinating Committee; 'Francis, Nicholas'  
**Subject:** EDC Nominee

Hi Dore':

I have interviewed Mr. Nicholas Francis for the Economic Development Committee as an "at-large" member. He is an architect by trade, and he is interested in bringing more of a diversity of businesses to Acton. He is interested in learning how to attract and retain businesses to fill any empty existing space, and how to encourage new businesses spaces to locate here in Acton.

After interviewing him I recommend that he be nominated for a position. I think his experience in architecture and his enthusiasm for the community would make him an asset to the EDC.

Can you tell me the next step? It is my understanding that he has already completed his application to the VCC. I have a resume of his work experience for the Board's review if so desired.

Sincerely,

Lauren S. Rosenzweig  
Selectmen Rep.  
Acton EDC

No virus found in this outgoing message.

Checked by AVG Free Edition.

Version: 7.5.488 / Virus Database: 269.14.10/1070 - Release Date: 10/14/2007 9:22 AM

10/15/2007

**NICHOLAS R. FRANCIS**

382B Great Road # 102

Acton MA 01720-4033

Tel: 978-635-8304

[nicholasfrancis@yahoo.com](mailto:nicholasfrancis@yahoo.com)

**OBJECTIVES:**

To work on a variety of project types at a variety of scales as an architect and urban designer.

To be competent in all the phases of a project: from client contact to design to CDs through to CA.

**QUALIFICATIONS:**

Familiar with Schematic Design / CDs / CA. Use of AutoCAD, DataCAD, Revit.

Good hand-drafting skills. Strong design skills. Able to articulate why a design works (or doesn't!).

Competent Construction Administrator: willing to cajole, humor, and yell as required.

Good sense of humor: a willingness to ask the seemingly (?) obvious questions.

**EMPLOYMENT:****2005-2006: Prellwitz / Chilinski Associates, Cambridge MA**

- South Cape Village Shopping Complex Phase 2 (Marshall Dept Store plus individual tenant spaces): *const. admin.*
- South Cape Village Shopping Complex Phase 3 (13,000 sf building): *schematic design / CDs*
- Northeastern University Asian Center renovation/Handicapped access: *design development / const. admin.*
- Seabury Spirits (Wine Store) store fit-out: *programming / schematic design / CDs.*
- East Coast Grill Façade Renovation: *schematic design / CDs / const. admin.*

**2003-2005: Winter Street Architects, Salem, MA**

- Town of Ayer Fire Station (new): *const. admin.*
- Derby Lofts Condominiums, Salem, (industrial building renovation): *const. admin.*
- Salem Market Place Mixed-Use Revitalization Plan: *urban design*
- Beverley (Rantoul-Cabot Streets intersection) Mixed-Use Redevelopment Scheme: *urban design*
- Bennett Footware Group (Needham) interior renovation: *conceptual design / CDs.*

**1999-2003: HMFH Architects, Cambridge, MA**

- Lexington High School (renovation), Brockton Middle School (new): *CDs*
- Lincoln Elementary (historic renovation) Winchester, Gans Academy (new), Waltham: *const. admin.*

**1994-1995: Momentum Design / Build, Cambridge, MA**

- Residential renovations / additions: *laborer / carpenters assistant*

**OTHER EMPLOYMENT:****1985-1992: John Hancock Financial Services Company, Boston**

- Computer Programmer/Analyst

**EDUCATION:**

**Southern California Institute of Architecture:** MA (Architecture) - 1998

**University of Adelaide, Australia:** BA (Geography) - 1979

**REFERENCES:**

Available on request