


**MEMORANDUM**

**DATE:** January 2, 2019  
**TO:** ALL FULL-TIME EMPLOYEES  
**FROM:** DARRYL BARROW - GENERAL MANAGER   
**SUBJECT:** 2019 HOLIDAYS

The Westborough Water District will be observing the following holidays in 2019:

New Year's Day	Tuesday- January 1
Martin Luther King, Jr. Day	Monday-January 21
Presidents' Day	Monday-February 18
Good Friday (Noon-3 PM)	Friday-April 19
Memorial Day	Monday-May 27
Independence Day	Thursday-July 4
Labor Day	Monday-September 2
Veterans' Day	Monday-November 11
Thanksgiving Day	Thursday-November 28
Day-After Thanksgiving	Friday-November 29
Christmas Eve	Tuesday-December 24
Christmas Day	Wednesday-December 25
New Year's Eve	Tuesday-December 31

In addition, **2** floating holidays can be taken on any day of the employee's choice subject to the approval of the General Manager.

DAB/PM/pm