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ATTORNEY GENERAL OCT 01 '21 AM 9:59 RCVD  
DEPARTMENT OF JUSTICE

33 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6397

JOHN M. FORMELLA  
ATTORNEY GENERAL

JANE E. YOUNG  
DEPUTY ATTORNEY GENERAL



September 29, 2021

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

Your Excellency and Members of the Council:

**REQUESTED ACTION**

That approval be and hereby is given to the Attorney General to appoint Zachary N. Towle (Position #9U059, Appropriation #02-20-20-201010-3304-013-500132) as an Assistant Attorney General, at a salary level of \$75,000, effective upon Governor and Executive Council approval or October 22, 2021, whichever is later.

**EXPLANATION**

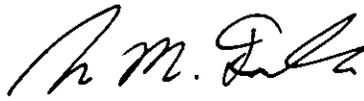
Mr. Towle is a resident of Barrington. He received his Bachelor of Arts, *magna cum laude*, from the University of New Hampshire in 2013 and his Juris Doctor from Suffolk University Law School in 2018. During law school, he won the Legal Practice Skills Distinguished Oral Advocate Award, was a staff member on the *Transnational Law Review*, and worked as a legal research assistant at the John J. Moakley Law Library. His legal studies were interrupted in 2016 when, as an enlisted member of the New Hampshire Army National Guard, 744<sup>th</sup> F.S.C., he deployed to the United Arab Emirates in support of Operation Spartan Shield. Mr. Towle holds licenses to practice law in New Hampshire and Massachusetts. He practiced at Zwicker and Associates, P.C., in Andover, Massachusetts, from December 2018 until he joined the Department in September 2020. He serves as the Debt Recovery Attorney in which capacity he takes enforcement action to collect money owed to the state. He recently agreed to shoulder additional responsibilities as Environmental Council Hearing Officer following the resignation of the incumbent. His salary will increase by \$5,000, from \$70,000 to \$75,000, which reflects both his commissioning as an Assistant Attorney General and the assumption of supplementary hearing officer duties. I plan to continue his current assignments. A copy of his resume is attached.

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Page 2 of 2

RSA 94:1-a(1)(c)(3) provides that designation of positions, salary levels, and salary increases for attorneys at the Department of Justice shall be determined by the Attorney General, subject to approval of the Governor and Council, within appropriations made to the Department of Justice.

I am very pleased to offer Mr. Towle's appointment as an Assistant Attorney General at the above-referenced salary for your approval and respectfully urge your favorable consideration. Thank you.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. M. Formella". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

John M. Formella  
Attorney General

#3318011

# Zachary N. Towle, Esq.

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## EDUCATION

### **Suffolk University Law School**

J.D. (2018)

GPA/Class Rank: 3.52; Top 20% (44/225)

Sargent Scholarship recipient

### **University of New Hampshire**

B.A. in Political Science and Justice (2013)

GPA: 3.65

Presidential Scholarship recipient

## PROFESSIONAL EXPERIENCE

### **New Hampshire Department of Justice, Office of the Attorney General** Aug 2021- Present

*Environmental Council Hearing Officer*

- Preside over appeals before the four environmental councils established under RSA 21-O.
- Regulate procedural aspects of appeal hearings and decide questions of law.

### **New Hampshire Department of Justice, Office of the Attorney General** Sept 2020 – Present

*Attorney (Civil Bureau, Debt Recovery Unit)*

- Manage matters referred to the Office of the Attorney General pursuant to RSA 7:15-a.
- Litigate civil actions in the New Hampshire Superior Court and New Hampshire District Court. Provide litigation support in the United States Bankruptcy Court for the District of New Hampshire.
- Provide client counseling regarding debt recovery and bankruptcy practices and procedures.

### **Zwicker and Associates, P.C.**

Dec 2018 – Sept 2020

*Associate Attorney*

- Represented nationally established clients in hundreds of cases before the Massachusetts Superior Court, Massachusetts District Court, and New Hampshire Superior Court.
- Exercised discretion regarding clients' interests and effectively executed litigation, mediation, and negotiation as required.

### **Sheff Law Office, P.C.**

Oct 2017 – January 2018

*Law Clerk*

- Prepared complaints, answers, and demand letters regarding catastrophic tort cases.
- Executed legal research and drafted memorandum in preparation for trial.

### **John Joseph Moakley Law Library**

Sept 2014 – Oct 2017

*Legal Research Assistant*

- Conducted research in support of legal publications and graduate level classes.
- Created, organized, and maintained multiple information systems.

## Zachary N. Towle, Esq.

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### **MILITARY EXPERIENCE**

**New Hampshire Army National Guard, 744<sup>th</sup> F.S.C**

Dec 2010 – Dec 2016

*Sergeant E-5, 92G Culinary Specialist*

- Deployed in support of Operation Spartan Shield, United Arab Emirates (2015).

Honors: Logistics Warrior Hero Award for Excellence (2011); Distinguished Honor Graduate Award (2011); Army Achievement Award (2011, 2011, 2013); Army Commendation Medal (2015)

### **BAR ADMISSIONS**

New Hampshire State Bar (May 2018)

Massachusetts State Bar (June 2018)

United States District Court for the District of New Hampshire (December 2020)

United States Bankruptcy Court for the District of New Hampshire (December 2020)