

December 19, 2025

Mr. Antoine Jones  
Acting Rapid Response Manager  
Saltonstall Building  
100 Cambridge St., 5th Floor  
Boston, MA 02114

Re: Notice of Facility Closing

Dear Mr. Jones:

In accordance with Mass. Gen. Laws Ann. Ch. 149 § 179B; Ch. 151A § 71B, we are writing to inform you that **Smyth Companies, LLC** located at **271 Ballardvale St, Wilmington, MA 01887**, is expected to be permanently **close** in the near future.

It is anticipated this closure will take place starting on **March 1, 2026** and ending on **July 1, 2026**. All positions and jobs at the facility will be eliminated during this same time period, and approximately **69 employees** will be affected, although it is possible that one or more employees will remain employed for a limited time (no more than 60 days) after the facility is closed to assist with administrative tasks related to the closing of the facility. Information regarding the job titles of the positions to be affected, the number of affected employees in each job classification, is attached.

Employees are not represented by a union and there are no bumping rights.

Each of these team members impacted will receive a written 60-day notice of position elimination.

The job titles, layoff dates, and numbers of affected employees are as follows: **See attached.**

Job Title:	Layoff Date:	#:
Job Title:	Layoff Date:	#:
Job Title:	Layoff Date:	#:
Job Title:	Layoff Date:	#:
Job Title:	Layoff Date:	#:

For further information, please contact **Rebecca Ippolito, HR Manager,** **rippolito@smythco.com, 978-729-6342, 271 Ballardvale St, Wilmington, MA 01887.**

Sincerely,  
Rebecca Ippolito  
HR Manager

cc: Chief Elected Official of municipalities where the affected facility is located  
Workforce Board Director

<b>Job Title</b>	<b>Targeted End Date</b>	<b>Number of Affected Employees</b>
Digital Die Cutter	3/1/2026	1
Digital Press Operator	3/1/2026	1
Finishing Operator	3/1/2026	3
Finishing Operator, Assistant	3/1/2026	2
Operational Excellence Technician I	3/1/2026	1
Pit Crew Technician	3/1/2026	3
Press Operator	3/1/2026	3
Production Supervisor	3/1/2026	1
Production Support	3/1/2026	2
Digital Press Operator	4/1/2026	2
Finishing Operator	4/1/2026	7
Ink Technician	4/1/2026	1
Janitor	4/1/2026	1
Operational Excellence Technician I	4/1/2026	1
Pit Crew Technician	4/1/2026	2
Press Lead	4/1/2026	1
Press Operator	4/1/2026	6
Production Supervisor	4/1/2026	1
Production Support	4/1/2026	3
Shipping Administrator	4/1/2026	1
Shipping Associate	4/1/2026	1
Shipping Lead	4/1/2026	1
Divisional Controller	5/1/2026	1
Pit Crew Technician	5/1/2026	1
Customer Service Account Manager	6/1/2026	5
Digital Die Cutter	6/1/2026	1
Digital Press Operator	6/1/2026	2
Job Planning/Technical Support	6/1/2026	1
Maintenance Technician	6/1/2026	2
Material Handler	6/1/2026	1
Operational Excellence Technician I	6/1/2026	1
Operational Excellence Technician II	6/1/2026	1
Press Operator	6/1/2026	2
Production Supervisor	6/1/2026	1
General Manager	7/1/2026	1
Human Resource Manager & EHS	7/1/2026	1
Press Operator	7/1/2026	1
Production Manager	7/1/2026	2
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