

KOPELMAN AND PAIGE, P.C.

101 ARCH STREET
BOSTON, MA 02110
(617) 556-0007

COPY

STATEMENT NO. 99254

BOARD OF SELECTMEN
WARREN TOWN HALL
48 HIGH STREET
WARREN, MA 01083

FEBRUARY 25, 2014

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH January 31, 2014

GENERAL LEGAL SERVICES

REVIEW RESPONSE OF TOWN TO PUBLIC RECORDS REQUEST.

REVIEW E-MAIL RE: RESPONDING TO NEW PUBLIC RECORDS REQUEST RE: LEGAL BILLS.

REPLY TO E-MAIL FROM ADMINISTRATIVE SECRETARY RE: PUBLIC RECORDS REQUEST; REVIEW RECORDS RE: LEGAL BILLS.

PUBLIC RECORDS REQUEST - POLICE RECORDS - REVIEW REQUEST; REVIEW PUBLIC RECORDS LAW; BEGIN TO PREPARE RESPONSE AND ADVICE TO TOWN RE: SAME.

PUBLIC RECORDS REQUEST - LEGAL BILLS - REVIEW BILLS; DRAFT LETTER TO TOWN RE: BILLS AND RESPONSE TO REQUESTER.

PUBLIC RECORDS REQUEST - POLICE RECORDS - REVIEW REQUEST AND EVALUATE RESPONSE; TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: REQUEST AND PREPARATION OF RESPONSE; LEAVE VOICE MAIL MESSAGE FOR POLICE CHIEF RE: REQUEST AND RESPONSE.

TELEPHONE CONFERENCE WITH SELECTMAN RE: REQUEST FOR OPINION RE: CONFLICT OF INTEREST ISSUE FOR APPOINTMENT TO BOARD OF ASSESSORS; TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: ADDITIONAL FACTS; RESEARCH AND DRAFT OPINION (BY E-MAIL) RE: SUPERVISION OF FAMILY MEMBER AND CONFLICT OF INTEREST ISSUES.

TELEPHONE CONFERENCE WITH SELECTMAN RE: RESIDENCY REQUIREMENT FOR APPOINTMENT TO BOARD OF ASSESSORS.

PUBLIC RECORDS REQUEST - POLICE RECORDS - TELEPHONE CONFERENCE WITH POLICE CHIEF RE: REQUEST AND PREPARATION OF RESPONSE; PREPARE DRAFT RESPONSE.

TELEPHONE CONFERENCE WITH SELECTMAN RE: QUESTION RE: RETENTION OF FEES BY TREASURER.

REVIEW VOICE MAIL AND RESPOND TO REQUEST FROM POLICE CHIEF RE: PUBLIC RECORDS RESPONSE.

TELEPHONE CONFERENCE WITH SELECTMAN RE: REQUEST FOR OPINION RE: RESIDENCY REQUIREMENT FOR APPOINTMENT OF TOWN OFFICIAL.

SUBTOTAL:

6.40

1,056.00

OLD TOWN HALL

CONFIDENTIAL

REMEDIATION PROJECT - PREPARE OWNER-CONTRACTOR AGREEMENT FOR REMEDIATION WORK SUBJECT TO DIVISION OF CAPITAL ASSET MANAGEMENT EMERGENCY WAIVER; DRAFT E-MAIL MEMORANDUM TO ADMINISTRATIVE ASSISTANT RE: COMMENTS ON CONTRACT.

REMEDIATION PROJECT - REVIEW REVISED CONTRACT AND CONTRACTOR'S INSURANCE CERTIFICATE FROM PROJECT ENGINEER; DRAFT E-MAIL ENGINEER RE: COMMENTS ON CONTRACTOR AND INSURANCE REQUIREMENTS; TELEPHONE CONFERENCE WITH ENGINEER RE: CONTRACT COMMENTS; REVIEW AND REPLY TO E-MAIL FROM ADMINISTRATIVE SECRETARY RE: COMMENTS ON PRICE FOR PHASE 1 WORK.

REVIEW PROPOSALS FOR ABATEMENT MONITORING SERVICES AND E-MAIL FROM PROJECT ENGINEER RE: SAME; REVIEW E-MAIL FROM ENGINEER RE: CONTRACTOR'S INSURANCE; REVIEW AND REPLY TO E-MAIL FROM ENGINEER AND ADMINISTRATIVE SECRETARY RE: NEXT CONTRACT STEPS.

PREPARE SERVICES CONTRACT FOR HYGIENIST MONITORING SERVICES FOR ABATEMENT WORK; E-MAIL TO ADMINISTRATIVE SECRETARY AND PROJECT ENGINEER RE: CONTRACT.

REVIEW E-MAIL FROM PROJECT ENGINEER RE: ADDITIONAL PROPOSAL FOR ABATEMENT MONITORING SERVICES.

REVIEW E-MAILS FROM PROJECT ENGINEER RE: REMEDIATION AND MONITORING CONTRACTS.

REVIEW E-MAILS FROM PROJECT ENGINEER RE: EXECUTION OF PHASE 1 REMEDIATION CONTRACT.

REVIEW AND REPLY TO E-MAIL FROM PROJECT ENGINEER RE: REMEDIATION CONTRACTOR'S QUESTIONS ON PAYMENT AND CONTRACT PROCEDURES; REVIEW AND REPLY TO E-MAIL FROM ENGINEER RE: CORRECTION PAGE FOR CONTRACT.

REVIEW E-MAILS FROM AND TELEPHONE CONFERENCE WITH PROJECT ENGINEER RE: PAYMENT BOND QUESTION FROM REMEDIATION CONTRACTOR; DRAFT E-MAIL TO ENGINEER RE: NO SUBCONTRACTORS, NO PAYMENT BOND, AND INITIAL PAYMENT FOR INSURANCE COSTS; REVIEW E-MAIL FROM ENGINEER RE: EXECUTED REMEDIATION CONTRACT.

REVIEW E-MAILS FROM ADMINISTRATIVE SECRETARY AND PROJECT ENGINEER RE: CONTRACTS FOR PHASE 1 REMEDIATION AND MONITORING SERVICES.

	5.30	874.50
SUBTOTAL:	5.30	874.50
TOTAL:	11.70	1,930.50

ACCUMULATED DISBURSEMENTS AT COST; REPRODUCTION OF DOCUMENTS, EXPRESS MAIL, SPECIAL POSTAGE, TOLL CALLS AND ON-LINE RESEARCH.

TOTAL COSTS:	23.37
	23.37
TOTAL DUE:	\$ 1,953.87
	1,953.87

KOPELMAN AND PAIGE, P.C.

101 ARCH STREET
BOSTON, MA 02110
(617) 556-0007

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STATEMENT NO. 99756

BOARD OF SELECTMEN
WARREN TOWN HALL
48 HIGH STREET
WARREN, MA 01083

MARCH 26, 2014

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH February 28, 2014

GENERAL LEGAL SERVICES

RESEARCH AND DRAFT OPINION LETTER (BY E-MAIL) TO BOARD OF SELECTMEN
RE: QUALIFICATIONS FOR APPOINTMENT AS ASSESSOR.

TELEPHONE CONFERENCE WITH TAX COLLECTOR RE: RETENTION OF FEES AND
MUNICIPAL FINANCE ISSUES.

OPEN MEETING LAW COMPLAINT DECEMBER 23, BOARD OF SELECTMEN MEETING -
TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: COMPLAINT;
REVIEW COMPLAINT AND DRAFT RESPONSE FROM ADMINISTRATIVE SECRETARY;
REVISE RESPONSE AND E-MAIL REVISIONS TO ADMINISTRATIVE SECRETARY;
EXCHANGE VOICE MAIL AND E-MAILS WITH ADMINISTRATIVE SECRETARY RE:
RESPONSE.

TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: OPTIONS FOR
ADDRESSING PUBLIC REQUESTS FOR INFORMATION FROM TOWN EMPLOYEE.

E-MAIL ADMINISTRATIVE SECRETARY RE: FURTHER ADVICE ON REPLY TO OPEN
MEETING LAW COMPLAINT; REVIEW REPLY.

TELEPHONE CONFERENCE WITH SELECTMAN RE: PUBLIC RECORDS REQUESTS AND
RESPONSES AND CONDUCT OF OPEN MEETINGS.

REVIEW E-MAIL FROM TOWN RE: REQUEST TO REVIEW POLICE MUTUAL AID
AGREEMENT; BEGIN TO REVIEW AGREEMENT.

TELEPHONE CONFERENCE WITH PLANNING BOARD STAFF RE: PROPOSED MEDICAL
MARIJUANA ZONING BY-LAW AMENDMENT.

TELEPHONE CONFERENCE WITH PLANNING BOARD STAFF RE: TIF AGREEMENT
AND TOWN'S OPTIONS RE: COMPLIANCE.

E-MAIL ADMINISTRATIVE SECRETARY RE: POLICE MUTUAL AID AGREEMENT.

TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: TOWN MEETING
SCHEDULE AND OTHER MATTERS (NO CHARGE).

SUBTOTAL:

4.40

676.50

OLD TOWN HALL

REVIEW AND REPLY TO E-MAIL FROM BOARD OF SELECTMEN RE: DISPOSITION OF
BICYCLES IN CONTAMINATED AREA.

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SUBTOTAL:	0.30	49.50
TOTAL:	4.70	726.00

ACCUMULATED DISBURSEMENTS AT COST; REPRODUCTION OF DOCUMENTS, EXPRESS MAIL, SPECIAL POSTAGE, TOLL CALLS AND ON-LINE RESEARCH.

TOTAL COSTS:		20.08

TOTAL DUE:	\$	746.08

KOPELMAN AND PAIGE, P.C.

101 ARCH STREET
BOSTON, MA 02110
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STATEMENT NO. 100108

BOARD OF SELECTMEN
WARREN TOWN HALL
48 HIGH STREET
WARREN, MA 01083

APRIL 25, 2014

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH March 31, 2014

GENERAL LEGAL SERVICES

POLICE MUTUAL AID - TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: PROPOSED AGREEMENT WITH WORCESTER; REVIEW AGREEMENT AND DRAFT E-MAIL MEMORANDUM TO ADMINISTRATIVE SECRETARY RE: COMMENTS ON DOCUMENT AND RECOMMENDED REVISIONS.

OPEN MEETING LAW - REVIEW OPEN MEETING LAW COMPLAINT RE: BOARD OF SELECTMEN MEETING ON 2/11/14; REVIEW PRIOR COMPLAINT AND TOWN'S RESPONSE TO PRIOR COMPLAINT.

REVIEW CORRESPONDENCE FROM TOWN'S AUDITOR.

OPEN MEETING LAW - TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: COMPLAINT AND FACTS; REVIEW MEETING MINUTES; EVALUATE RESPONSE TO COMPLAINT.

TELEPHONE CONFERENCE WITH ADMINISTRATIVE ASSISTANT TO BOARD OF SELECTMEN RE: ISSUES INVOLVING DEPARTMENT HEADS AND AUTHORITY/DISCRETION OF ACCOUNTANT, POLICE DEPARTMENT STAFFING, AND RESERVE FUND TRANSFERS; DRAFT OPINION LETTER E-MAIL TO ADMINISTRATIVE SECRETARY RE: SAME MATTERS.

LEGAL ANALYSIS RE: PROPOSED USE OF RESERVE FUNDS FOR SALARY OF NEW EMPLOYEE.

PREPARE LETTER TO TOWN'S AUDITOR.

OPEN MEETING LAW COMPLAINT - DRAFT RESPONSE FOR BOARD OF SELECTMEN TO SEND TO COMPLAINANT; DRAFT E-MAIL TO ADMINISTRATIVE SECRETARY RE: RESPONSE AND RELATED MATTERS.

SUBTOTAL:

9.00

1,485.00

TOTAL:

9.00

1,485.00

ACCUMULATED DISBURSEMENTS AT COST; REPRODUCTION OF DOCUMENTS, EXPRESS MAIL, SPECIAL POSTAGE, TOLL CALLS AND ON-LINE RESEARCH.

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TOTAL COSTS:

15.11

TOTAL DUE:

\$ 1,500.11

KOPELMAN AND PAIGE, P.C.

101 ARCH STREET
BOSTON, MA 02110
(617) 556-0007



STATEMENT NO. 100350

BOARD OF SELECTMEN
WARREN TOWN HALL
48 HIGH STREET
WARREN, MA 01083

MAY 23, 2014

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH April 30, 2014

GENERAL LEGAL SERVICES

REVIEW E-MAIL FROM CITIZEN RE: COMPLAINTS.

TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: TOWN MEETING SCHEDULE.

REVIEW OPEN MEETING LAW COMPLAINT - BEGIN TO PREPARE RESPONSE; LEGAL RESEARCH RE: RECORDING OF MEETINGS.

OPEN MEETING LAW COMPLAINT - TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: FACTS; DRAFT RESPONSE TO COMPLAINT; EXCHANGE E-MAILS WITH ADMINISTRATIVE SECRETARY RE: REVISIONS TO DRAFT; REVISE DRAFT BASED ON COMMENTS FROM TOWN.

TELEPHONE CONFERENCE WITH BOARD OF SELECTMEN RE: USE OF TOWN BUILDING FOR POLITICAL EVENT; LEGAL RESEARCH RE: SAME; E-MAIL OPINION TO BOARD OF SELECTMEN RE: SAME; LEAVE VOICE MAIL MESSAGE FOR ADMINISTRATIVE SECRETARY RE: SAME.

REVIEW AND REPLY TO E-MAIL FROM ADMINISTRATIVE SECRETARY RE: WARRANT FOR ANNUAL TOWN MEETING.

BEGIN TO REVIEW DRAFT WARRANT FOR SPECIAL TOWN MEETING.

E-MAIL ADMINISTRATIVE SECRETARY RE: WARRANT FOR SPECIAL TOWN MEETING; EXCHANGE E-MAILS WITH ADMINISTRATIVE SECRETARY RE: WARRANT FOR ANNUAL TOWN MEETING; REVIEW WARRANT, PRIOR YEAR'S WARRANTS, TOWN BY-LAWS AND RELEVANT STATE LAW; DRAFT COMMENTS AND REVISIONS TO WARRANT FOR ANNUAL TOWN MEETING; E-MAIL ADMINISTRATIVE SECRETARY RE: SAME.

E-MAIL ADMINISTRATIVE SECRETARY RE: TOWN MEETING WARRANTS.

ARTICLE 16 OF WARRANT FOR ANNUAL TOWN MEETING - TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: ARTICLE; REVIEW TOWN'S APPLICATION FOR EOA; REVIEW STATE LAW; TELEPHONE CONFERENCE WITH TOWN PLANNER RE: PROCEDURES UNDER STATE LAW FOR ESTABLISHING EOA AND TIF AGREEMENT; E-MAIL ADMINISTRATIVE SECRETARY RE: FOLLOW UP.

SUBTOTAL:

9.40

1,551.00

COPY

DOWNTOWN (MAIN STREET) IMPROVEMENTS

TELEPHONE CONFERENCE WITH BUILDING DEPARTMENT ADMINISTRATOR RE:
APPRAISAL OF PROPERTY, OUTSTANDING TOWN MEETING VOTE, NEED FOR ORDER
OF TAKING RE: BOTH PROPERTIES AND SURPLUS VOTE BY BOARD OF SELECTMEN
RE: TOWN-OWNED PROPERTY AND NOTICES TO PROPERTY OWNERS.

E-MAIL BUILDING DEPARTMENT ADMINISTRATOR RE: APPRAISAL OF EASEMENTS,
AND NEXT STEPS TO ACQUIRE NECESSARY PROPERTY INTERESTS THROUGH
EMINENT DOMAIN.

TELEPHONE CONFERENCE WITH BUILDING DEPARTMENT ADMINISTRATOR RE:
WAIVER OF APPRAISAL AND DAMAGES FROM NEW OWNERS OF FOUNTAIN
PROPERTY, AND DRAFT ORDER OF TAKING.

DRAFT WAIVER OF APPRAISAL AND DAMAGES FOR FOUNTAIN PROPERTY (NOW
PAQUETTE).

E-MAIL TO BUILDING DEPARTMENT ADMINISTRATOR RE: WAIVER OF APPRAISAL
AND DAMAGES FOR FORMER FOUNTAIN PROPERTY.

SUBTOTAL:	2.10	346.50
TOTAL:	11.50	1,897.50

ACCUMULATED DISBURSEMENTS AT COST; REPRODUCTION OF DOCUMENTS, EXPRESS MAIL, SPECIAL
POSTAGE, TOLL CALLS AND ON-LINE RESEARCH.

TOTAL COSTS:		17.77
TOTAL DUE:	\$	<u>1,915.27</u>

KOPELMAN AND PAIGE, P.C.

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BOSTON, MA 02110
(617) 556-0007

COPY

STATEMENT NO. 100695

BOARD OF SELECTMEN
WARREN TOWN HALL
48 HIGH STREET
WARREN, MA 01083

JUNE 17, 2014

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH May 31, 2014

GENERAL LEGAL SERVICES

TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: MOTIONS FOR TOWN MEETING; REVIEW MOTIONS.

REVIEW MOTIONS FOR TOWN MEETING; DRAFT E-MAIL TO ADMINISTRATIVE SECRETARY AND TOWN CLERK RE: QUANTUM OF VOTE AND SECRET BALLOT REQUIREMENTS FOR TOWN MEETING; PREPARE FOR TOWN MEETING AND REVIEW WARRANT AND RELATED DOCUMENTS.

TELEPHONE CONFERENCE WITH SELECTMAN RE: FAILURE TO POST WARRANT FOR TOWN ELECTION AND REMEDIES THEREFOR; TELEPHONE CONFERENCE WITH TOWN CLERK RE: SAME AND RELATED MATTERS; BEGIN TO DRAFT LETTER FOR BOARD OF SELECTMEN TO SEND TO GOVERNOR REQUESTING SPECIAL LEGISLATION; EVALUATE FACTS TO ADVISE TOWN ON FILING SPECIAL LEGISLATION.

TOWN MEETING ARTICLE - LEGAL RESEARCH RE: WHETHER THE TOWN MAY GIVE PREFERENCE TO RESIDENTS AND VETERANS WHEN HIRING EMPLOYEES/INDEPENDENT CONTRACTORS.

TOWN MEETING ARTICLE - LEGAL RESEARCH RE: WHETHER THE INSTALLATION OF A SECURITY CAMERA IN THE TAX COLLECTOR'S OFFICE WOULD VIOLATE G.L. C. 272, SEC. 99, THE WIRETAP STATUTE.

PREPARE FOR TOWN MEETING; MEET WITH BOARD OF SELECTMEN AND FINANCE COMMITTEE BEFORE TOWN MEETING; MEET WITH MODERATOR AND TOWN CLERK; ADVISE TOWN AT SPECIAL AND ANNUAL TOWN MEETINGS.

REVIEW AND REPLY TO E-MAIL FROM ADMINISTRATIVE SECRETARY RE: BOARD OF SELECTMEN MEETING ON GOVERNOR'S BILL FOR SPECIAL LEGISLATION AND RELATED MATTERS; DRAFT SPECIAL LEGISLATION AND LETTER TO GOVERNOR.

CONTINUE TO DRAFT LETTER FOR TOWN TO SEND TO GOVERNOR RE: SPECIAL LEGISLATION; E-MAIL TOWN RE: FACTS; REVIEW REPLY; DRAFT SPECIAL LEGISLATION.

REVIEW AND REPLY TO VOICE MAIL FROM CHAIRMAN, BOARD OF SELECTMEN RE: SCHOOL BORROWING ARTICLE ON ANNUAL TOWN MEETING WARRANT.

REVIEW GOVERNOR'S BILL FILED BY TOWN RE: TOWN ELECTION.

TELEPHONE CONFERENCE WITH CHAIRMAN, BOARD OF SELECTMEN RE: ARTICLE 17 PROPOSITION 2/12 CONTINGENCY SCHOOL FINANCING ISSUES; REVIEW E-MAILS FROM SCHOOL DISTRICT'S BOND COUNSEL; ANALYZE LEGAL ISSUES TO ADVISE TOWN RE: TOWN MEETING VOTE.

TELEPHONE CONFERENCE WITH SELECTMAN AND ADMINISTRATIVE SECRETARY RE: BOARD OF HEALTH PART TIME EMPLOYMENT; REVIEW PERSONNEL BY-LAW

COPY

AND PERSONNEL POLICIES; ADVISE TOWN RE: OPTIONS.

VICIOUS DOG - REVIEW REQUEST FOR ADVICE; E-MAIL ADMINISTRATIVE SECRETARY RE: REQUEST FOR ADVICE.

VOTE ON PROPOSITION 2 1/2 CONTINGENCY - ANALYZE ISSUES AND FACTS TO ADVISE TOWN RE: OPTIONS TO CORRECT TOWN MEETING VOTE; TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: SAME.

TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: REQUEST FOR OPINION RE: AUTHORITY OF BOARD OF HEALTH TO HIRE PERSONNEL AND RELATED MATTERS; REVIEW PRIOR ADVICE TO TOWN RE: SIMILAR QUESTIONS.

VICIOUS DOG - TELEPHONE CONFERENCES WITH ADMINISTRATIVE SECRETARY AND ANIMAL CONTROL OFFICER RE: VICIOUS DOG; DRAFT OPINION TO BOARD OF SELECTMEN RE: OPTIONS FOR ENFORCING AND ISSUING A NEW ORDER AFTER HEARING AND EFFECT OF BOARD OF SELECTMEN ORDER ON SUBSEQUENT OWNERS.

VICIOUS DOG - EXCHANGE E-MAILS WITH ADMINISTRATIVE SECRETARY RE: STATUS OF MATTER AND OFFER OF ASSISTANCE AT CONTINUED VICIOUS DOG HEARING.

RESEARCH AND DRAFT OPINION LETTER TO BOARD OF SELECTMEN RE: AUTHORITY OF BOARD OF HEALTH OVER BOARD OF HEALTH EMPLOYEES AND RELATED MATTERS.

SUBTOTAL:

27.60

4,405.50

DOWNTOWN (MAIN STREET) IMPROVEMENTS

E-MAIL ADMINISTRATIVE ASSISTANT TO BOARD OF HEALTH PLANNING BOARD RE: STATUS OF WAIVER AND ORDER OF TAKING FOR DOWNTOWN IMPROVEMENTS.

TELEPHONE CONFERENCE WITH MASSDOT RIGHT OF WAY COMPLIANCE ADMINISTRATOR RE: STATUS OF PROJECT, AND NEED FOR ADDITIONAL EASEMENT AND MODIFICATION TO PLANS.

REVIEW NEW EASEMENT REQUESTED BY MASSACHUSETTS DEPARTMENT OF TRANSPORTATION AND RELATED MATTERS; TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: POSSIBLE SPECIAL TOWN MEETING RE: EASEMENTS; EVALUATE NEXT STEPS IN ROAD IMPROVEMENTS.

ANALYZE STATUS OF PROJECT, INCLUDING NEED FOR ADDITIONAL PERMANENT AND TEMPORARY EASEMENTS.

SUBTOTAL:

1.50

247.50

OLD TOWN HALL

REVIEW AND REPLY TO E-MAIL FROM ENGINEERING CONSULTANT RE: PROPOSED FORM OF CONTRACT FOR BUILDING ENVELOPE EVALUATION.

REVIEW PROPOSED PROFESSIONAL SERVICES AGREEMENT FOR BUILDING ENVELOPE INVESTIGATION; TELEPHONE CONFERENCE WITH TOWN'S CONSULTING ENGINEER RE: SAME AND CONFIRM COMMENTS BY E-MAIL.

SUBTOTAL:

0.50

82.50

TOTAL: 29.60 4,735.50

ACCUMULATED DISBURSEMENTS AT COST; REPRODUCTION OF DOCUMENTS, EXPRESS MAIL, SPECIAL POSTAGE, TOLL CALLS AND ON-LINE RESEARCH.

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TOTAL COSTS: 168.74

TOTAL DUE: \$ 4,904.24

KOPELMAN AND PAIGE, P.C.

101 ARCH STREET
BOSTON, MA 02110
(617) 556-0007

STATEMENT NO. 101035

BOARD OF SELECTMEN
WARREN TOWN HALL
48 HIGH STREET
WARREN, MA 01083

JUNE 30, 2014

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH June 30, 2014

GENERAL LEGAL SERVICES

RESEARCH AND DRAFT OPINION LETTER TO BOARD OF SELECTMEN RE:
AUTHORITY OF BOARD OF HEALTH OVER BOARD OF HEALTH EMPLOYEES AND
RELATED MATTERS.

FINALIZE OPINION LETTER TO BOARD OF SELECTMEN RE: BOARD OF HEALTH;
TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: SAME.

TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: SPECIAL TOWN
MEETING TO CORRECT VOTE ON SCHOOL APPROPRIATION.

REVIEW E-MAIL FROM ATTORNEY GENERAL APPROVING ZONING BY-LAW
AMENDMENTS.

DANGEROUS DOG - EXCHANGE E-MAILS WITH ADMINISTRATIVE SECRETARY RE:
FACTS AND SERVICE OF BOARD OF SELECTMEN ORDER ON DOG OWNER AND
FORMER OWNER.

REVIEW AND REVISE DRAFT ORDER OF BOARD OF SELECTMEN RE: VICIOUS DOG;
FORWARD REVISED ORDER TO ADMINISTRATIVE SECRETARY.

REVIEW E-MAIL FROM ADMINISTRATIVE SECRETARY RE: WARRANT FOR SPECIAL
TOWN MEETING; REVIEW AND REVISE DRAFT WARRANT ARTICLE.

REVISE WARRANT ARTICLE FOR SPECIAL TOWN MEETING SCHEDULED FOR 7/10/14.

REVIEW FACTS AND LEGAL ISSUES AND DRAFT WARRANT ARTICLE TO RESCIND
CONTINGENCY WITH RESPECT TO APPROVAL OF PATHFINDER BORROWING;
E-MAIL WITH BOND COUNSEL AND MASSACHUSETTS SCHOOL BUILDING
AUTHORITY ATTORNEY RE: APPROVAL OF SAME AS TO FORM.

E-MAIL TOWN RE: REVISED ARTICLE FOR JULY 10, 2014 SPECIAL TOWN MEETING.

DANGEROUS DOG - EXCHANGE EMAILS WITH ADMINISTRATIVE SECRETARY RE:
STATUS OF MATTER AND POSSIBLE NEXT STEPS IF AN APPEAL IS TAKEN.

FIRST WIND SOLAR - REVIEW E-MAIL FROM TOWN RE: REQUEST TO AMEND PILOT
AGREEMENT; TELEPHONE CONFERENCE WITH BOARD OF SELECTMEN ASSISTANT
RE: SAME; ANALYZE ISSUES TO ADVISE BOARD OF SELECTMEN RE: SAME.

WARRANT ARTICLE FOR PATHFINDER SCHOOL BORROWING - REVIEW E-MAIL
FROM ADMINISTRATIVE SECRETARY RE: SCHOOL'S COMMENT ON ARTICLE AND
SCHOOL'S ARTICLE; ANALYZE ISSUES TO ADVISE TOWN; E-MAIL OPINION TO
TOWN RE: DRAFT ARTICLE; FINALIZE ARTICLE AND E-MAIL SAME TO TOWN.

SOLAR PILOT - REVIEW PROPOSED AMENDMENT TO SOLAR PILOT AGREEMENT.

DANGEROUS DOG - TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY
 RE: DISTRICT COURT JURISDICTION TO HEAR APPEAL OF EUTHANASIA ORDER.

E-MAIL TOWN RE: SPECIAL TOWN MEETING ON 7/10/14.

COPY

REVIEW E-MAIL RE: PUBLIC RECORDS REQUEST; REVIEW REQUEST; REVIEW PRIOR
 REQUESTS FROM REQUESTER; E-MAIL ADMINISTRATIVE SECRETARY RE:
 PREPARATION OF RESPONSE AND RELATED MATTERS; BEGIN TO PREPARE
 RESPONSE.

SUBTOTAL:

9.90

1,633.50

DOWNTOWN (MAIN STREET) IMPROVEMENTS

TELEPHONE CONFERENCE WITH MASSDOT COMPLIANCE OFFICER RE: STATUS OF
 PROJECT, REQUIRED EASEMENTS AND PROJECTED BID DATE.

REVIEW NEW EASEMENTS SOUGHT BY DEPARTMENT OF TRANSPORTATION;
 TELEPHONE CONFERENCE WITH ADMINISTRATIVE SECRETARY RE: SAME.

ANALYZE STATUS OF PLANS FROM MASSDOT RE: PROJECT.

E-MAIL TO ASSISTANT TO PLANNING BOARD RE: STATUS OF PROJECT AND
 ADDITIONAL AND REVISED EASEMENTS REQUIRED.

SUBTOTAL:

0.90

148.50

TOTAL:

10.80

1,782.00

ACCUMULATED DISBURSEMENTS AT COST; REPRODUCTION OF DOCUMENTS, EXPRESS MAIL, SPECIAL
 POSTAGE, TOLL CALLS AND ON-LINE RESEARCH.

TOTAL COSTS:

45.93

TOTAL DUE:

\$

1,827.93