

BILLING OFFICE

84 Marginal Way, Suite 600
Portland, ME 04101-2480
207.772.1941 Main
207.772.3627 Fax

TAX ID NUMBER
01-0351512

Manchester School District
Jennifer Gillis
20 Hecker Street
Manchester, NH 03102

Client No.: 19498
Matter No.: 100

RE: General Representation

PROFESSIONAL SERVICES RENDERED

Date	Prof	Description of Service	Hours	Amount
11/04/2022	MHU	Attend meeting regarding [REDACTED] attend meeting regarding MST schedule	2.00	515.00
11/28/2022	MHU	Attend meeting at District offices; review [REDACTED] and supporting documentation; email to Attorney Cox Pelletier	4.10	1,055.75
12/20/2022	MHU	Attend meeting with Teamsters; review [REDACTED] and prepare for meeting; follow up meeting with Superintendent	3.20	824.00
12/21/2022	MHU	Meeting with Superintendent; meeting with Teacher's Union; confirm attorney coverage [REDACTED] emails to R. Laughton	1.70	437.75
01/30/2023	MHU	Meeting with Attorney Cox Pelletier and Superintendent; emails to R. Laughton	1.00	257.50
01/31/2023	MHU	Telephone conferences with Mayor and Attorney Butterfield; email to Mayor; emails to R. Laughton regarding meeting	0.70	180.25
01/31/2023	MHU	Telephone conference with Superintendent about CM matter	0.20	51.50
02/03/2023	MHU	Meeting regarding CM; review entire file and prepare for meeting; meet with client	3.50	901.25
02/23/2023	MHU	Review and respond to email from BOSC attorney regarding [REDACTED]	0.10	25.75
02/24/2023	MHU	Extended telephone conference with K. Pelletier regarding Right to Know law request	0.30	77.25
02/27/2023	MHU	Full document review [REDACTED] consult with Attorney Broth; call to Attorney Cox Pelletier	5.00	1,287.50
02/28/2023	MHU	Continued review [REDACTED]	1.80	463.50
03/06/2023	MHU	Attend [REDACTED] interviews at District office; meet with Superintendent	4.00	1,030.00
03/07/2023	MHU	Meeting with [REDACTED]	2.00	515.00
03/07/2023	MHU	Additional preparation on [REDACTED]	2.00	515.00
03/09/2023	MHU	Extensive preparation [REDACTED] meeting with client; telephone conference with Attorney Cox Pelletier	5.10	1,313.25

Client 19498-100

Manchester School Department

Date	Prof	Description of Service	Hours	Amount
03/10/2023	MHU	Review right to know law request and non-public minutes; research right to know law; review ██████████ consult with Attorney O'Shaughnessy; telephone conference with Attorney Cox Pelletier; email to Attorney Cox Pelletier	2.60	669.50
03/10/2023	MHU	Telephone conference with Attorney Cox Pelletier regarding pending matters	0.20	51.50
03/20/2023	MHU	Telephone conference with Attorney Cox Pelletier regarding pending matters; review Right To Know request response	0.50	128.75
03/22/2023	MHU	Review investigation reports; ██████████ consult with Attorney Cox Pelletier	1.30	334.75
03/30/2023	MHU	Review and respond to email from Superintendent	0.10	25.75
TOTALS			41.40	10,660.50