

MICHAEL J. SCIOTTI
Writer's Direct Dial No.: (315) 425-3502
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msciotti@hancocklaw.com

PRIVILEGED ATTORNEY
CLIENT COMMUNICATION



July 28, 2008

Hon. Earle C. Reed, Town Supervisor
Town of New Hartford
48 Genesee Street
New Hartford, NY 13413

Re: Overtime Issue of Carol Fairbrother

Dear Earle:

Enclosed herein please find Invoice No. 339693 in the amount of \$1,381.76.

Please note pursuant to our fee agreement, I was not to exceed \$2000 in time and expenses without the approval of the Town Board relative to the overtime opinion. My bill did exceed that amount, but I have written the total amount of the bill down, such that this bill and the previous bill I forwarded to you total \$2000.

If you have any questions in the interim, please feel free to call at 425-3502.

Very truly yours,

HANCOCK & ESTABROOK, LLP

Michael J. Sciotti

MJSI/gw
Enclosure

{H0943667.1}

MICHAEL J. SCIOTTI

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msciotti@hancocklaw.com

PRIVILEGED ATTORNEY
CLIENT COMMUNICATION

August 5, 2008

Carol Ryan
Town of New Hartford
48 Genesee Street
New Hartford, NY 13413

Re: Overtime Issue of Carol Fairbrother

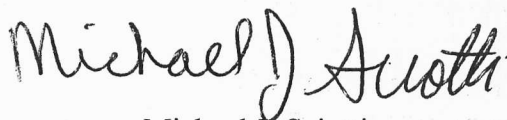
Dear Carol:

Enclosed herein please find the original voucher for legal services relative to the overtime issue of Carol Fairbrother. As you can see, I have modified the voucher to include all my invoices which I sent the Town of New Hartford, and which I have attached to the voucher.

If you have any questions, please feel free to call at 425-3502.

Very truly yours,

HANCOCK & ESTABROOK, LLP



Michael J. Sciotti

MJSI/sm
Enclosures

{H0943667.1}

Town of New Hartford

48 GENESEE ST. • NEW HARTFORD, NY 13413

Phone 315/733-7508
Fed. ID #15-100-1062

VOUCHER

DO NOT WRITE IN THIS SPACE

DEPARTMENT _____

CLAIMANT'S NAME AND ADDRESS
 Hancock & Estabrook
 1500 AXA Tower 1
 100 Madison Street
 Syracuse, NY 13202

TERMS _____

Date Voucher Received			08/A/238 VOUCHER NO.
FUND - APPROPRIATION		AMOUNT	
AA1420-7		1,381 76	
		618 24	
PO #81097			
TOTAL		2,000 00	
Abstract No.			

Vendor's Ref. No. _____

Dates	Quantity	Description of Materials or Services	Unit Price	Amount
7/28/08		For legal services rendered in connection w/ overtime issue of Carol Fairbrother		1,381.76
8/08		For legal services rendered in connection w/ overtime issue of Carol Fairbrother		618.24
TOTAL				2,000.00

(See Instructions on Reverse Side)

CLAIMANT'S CERTIFICATION

I, Michael J. Sciotti, certify that the above account in the amount of \$ 2,000.00 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

x 8/1/08 DATE x Michael J. Sciotti SIGNATURE x Attorney TITLE

(Space Below for Municipal Use)

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

DATE _____ AUTHORIZED OFFICIAL Earl C. Reed

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

DATE _____ AUDITING BOARD _____

PURCHASE ORDER

THIS NUMBER MUST APPEAR ON ALL CORRESPONDENCE, INVOICES, SHIPPING PAPERS AND PACKAGES.

TOWN OF NEW HARTFORD
 48 Genesee Street
 New Hartford, New York 13413
 Fed. ID# 15-100-1062

081097

T	Hancock & Estabrook	S	
O	1500 AXA Tower 1	H	
	100 Madison Street	I	
	Syracuse, NY 13202	P	
		T	
		O	

DATE ORDERED	DATE WANTED	SHIP VIA	TERMS	F.O.B.
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PLEASE ENTER OUR ORDER FOR THE FOLLOWING - TO BE SHIPPED AS DIRECTED:

QTY. ORDERED	QTY. RECEIVED	DESCRIPTION	UNIT PRICE	AMOUNT
7/28/08		For legal services rendered in connection w/		1,381.76
7/28/08		overtime issue of Carol Fairbrother		618.24
TOTAL				2,000.00 1,381.76

PURPOSE OF PURCHASE:

BUDGETED ITEM: YES NO APPROVED BY COMPTROLLER

IF NO/EXPLAIN: *For AC Reed*

GOODS ARE SUBJECT TO OUR INSPECTION AND APPROVAL. IF SHIPMENT WILL BE DELAYED FOR ANY REASON, ADVISE US IMMEDIATELY, STATING ALL THE NECESSARY FACTS. TO AVOID ERRORS, NOTE SPECIFICATIONS CAREFULLY AND IF UNABLE TO COMPLETE ORDERS AS WRITTEN NOTIFY US PROMPTLY.

By *Carol E. Ryan*
 DEPARTMENT HEAD/AUTHORIZED EMPLOYEE

TOWN OF NEW HARTFORD
8 GENESEE STREET
NEW HARTFORD, NY 13413

HANCOCK & ESTABROOK, LLP
COUNSELORS AT LAW

1500 Tower 1, P.O. Box 4976, Syracuse, NY 13221-4976
Phone: 315.471.3151 • Fax: 315.471.3167
Federal ID 15-0502175

MAY 8, 2008

INVOICE # 338060

FOR LEGAL SERVICES RENDERED IN CONNECTION WITH:

OVERTIME ISSUE OF CAROL FAIRBROTHER

03/02/08	M. Sciotti	1.00	Prepare for meeting with Carol Fairbrother; review of United States Department of Labor overtime regulations concerning bookkeepers; review of materials supplied by Attorney Gerald Green
03/03/08	J. Youngs	1.00	Reviewed Department of Labor opinion letters and began legal research re: status of bookkeeper under Fair Labor Standards Act
03/03/08	M. Sciotti	0.50	Drafted and edited e-mail to client re: meeting; conference with James P. Youngs re: overtime opinion letters and cases; continue to prepare for meeting with client
03/04/08	J. Youngs	0.75	Reviewed cases addressing the Fair Labor Standards Act re: status of bookkeepers; researched the prior version of the federal regulations re: same
TOTAL HOURS		3.25	

TOTAL FOR SERVICES \$ 616.25

DISBURSEMENTS

POSTAGE 1.99

DISBURSEMENTS TOTAL 1.99

TOTAL THIS STATEMENT \$ 618.24

OF NEW HARTFORD
ERTIME ISSUE OF CAROL FAIRBROTHER

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MAY 8, 2008

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PAGE # 2

cc: GERALD J. GREEN, ESQ.
PARAVATI, KARL, GREEN & DEBELLA
12 STEUBEN PARK
UTICA, NY 13501

109606-00001/MJSI

TOWN OF NEW HARTFORD
48 GENESEE STREET
NEW HARTFORD, NY 13413

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JULY 15, 2008

INVOICE # 339693

FOR LEGAL SERVICES RENDERED IN CONNECTION WITH:

OVERTIME ISSUE OF CAROL FAIRBROTHER

06/19/08	M. Sciotti	4.00	Travel to and from Utica, New York to conduct interview of Carol Fairbrother; conducted interview of Carol Fairbrother re: overtime status; telephone conference with Attorney Gerald Green re: status and timing of opinion letter
06/21/08	M. Sciotti	1.50	Drafted and edited letter to Hon. Earle Reed re: overtime determination
06/30/08	M. Guard	0.25	Assisted Michael J. Sciotti in review of opinion letter to Hon. Earl Reed; Office conference with Michael J. Sciotti re: review of revisions to same
06/30/08	M. Sciotti	2.00	Finalize overtime opinion letter to Hon. Earle Reed, Town Supervisor

TOTAL HOURS 7.75

TOTAL FOR SERVICES \$ 1,311.76

DISBURSEMENTS

TRAVEL 70.00

DISBURSEMENTS TOTAL 70.00

TOTAL THIS STATEMENT \$ 1,381.76

OF NEW HARTFORD
ERTIME ISSUE OF CAROL FAIRBROTHER

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