

# SHEEHAN PHINNEY

1000 Elm Street, 17th Floor  
Manchester, NH 03101  
603.668.0300

Town of Londonderry  
Shaun Mulholland, Town Manager  
smulholland@londonderrynh.gov  
268 B Mammoth Road  
Londonderry, NH 03053

Invoice Date: March 12, 2026  
Invoice Number: 430117  
Matter Number: 46289-20240

Client: Town of Londonderry (MDR)  
Matter: Gen. Rep. - Town Attorney Matters

Signed by:  
*Shaun Mulholland*  
82BB7E423858440...

3/17/2026

For services rendered through February 28, 2026

Currency: USD

Fees	22,573.00
Costs	1,633.00
<b>Total Amount Due</b>	<b>\$24,206.00</b>

**Please Remit to:**

**Mail To:**  
1000 Elm Street, 17th Floor  
P.O. BOX 3701  
Manchester, NH 03105-3701

**Wire/ACH Instructions:**

[Redacted Wire/ACH Instructions]

**LawPay:** To pay by Credit Card or eCheck, visit [www.sheehan.com](http://www.sheehan.com), scroll to the bottom and click LawPay

**Terms:** Net 30

Interest accrued on balances over 30 days

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**Time Detail**

<u>Date</u>	<u>Initials</u>	<u>Description</u>	<u>Hours</u>
02/02/26	EAB	Review Anonymous Complaint to prepare for non-meeting with Town Council and Mr. Mulholland; review options for Complaint findings; review USERRA law and regulations and previous policy review and review FMLA regulations; work on Military Leave Policy; attend Town Council non-meeting for briefing on various legal issues by Megan C. Carrier and update about Anonymous Complaints	3.60
02/02/26	MCC	Participate in meeting with Town Council	0.70
02/03/26	EAB	Email Mr. Mulholland and Ms. Caron for Town's appropriate follow up on Anonymous Complaint; revise Military Leave Policy and email Ms. Koza regarding same; begin to work on analysis of salary range questions	0.70
02/03/26	MCC	Prepare for deliberative session	3.50
02/04/26	EAB	Exchange emails with Ms. Koza about further review of Military Leave Policy; receive and review email from Mr. Mulholland about Use of Legal Counsel Policy; briefly review same and respond to email	0.30
02/04/26	MCC	Videoconference with Mr. Mulholland, Ms. Carron, Mr. Campo, and Ms. Hildonen in preparation for deliberative session; prepare notes for deliberative session; further preparation for deliberative	4.10
02/05/26	EAB	Work on revisions to Use of Legal Counsel Policy following review of Charter	1.20
02/05/26	MHU	Continue research regarding bonus or bounty payments to veterans	1.40
02/05/26	MCC	Prepare for deliberative session	2.40
02/06/26	EAB	Complete first revisions on Use of Legal Counsel Policy; brief telephone conference with Megan C. Carrier regarding same; telephone conference with Mr. Dunn and Mr. Faber at their request with Megan C. Carrier; follow up telephone conference with Megan C. Carrier about pending projects; receive and review email from Ms. Koza about RTK Request entailing comprehensive legal analysis and some documents nearly ready for disclosure; receive and review updated email from Ms. Hildonen regarding same; telephone conference with Ms. Koza and Ms. Hildonen regarding same	2.10
02/06/26	MHU	Continue research regarding bonus or bounty payments to veterans	4.30
02/06/26	MCC	Videoconference with Mr. Faber, Mr. Dunn, and Elizabeth A. Bailey regarding various matters; finish preparation for deliberative session; telephone conference with Roy Tilsley regarding Procopio and land use change tax	3.80
02/07/26	EAB	Receive and review email from Ms. Koza with information related to ADA analysis for personnel matter and briefly respond to same; review comprehensive analysis and supporting documents and analyze same	0.70
02/07/26	MHU	Continue research regarding bonus or bounty payments to veterans; prepare memorandum regarding the same	4.40
02/07/26	MCC	Attend deliberative session	8.30

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02/08/26	EAB	Conduct analysis in follow up to meeting requested by Mr. Dunn and Mr. Faber	1.20
02/09/26	EAB	Telephone conference with Attorney Mayer about investigations status; review Memorandum about Veteran's Credit; telephone conference with Megan C. Carrier about pending projects and legal analysis including follow up to requested meeting by Mr. Dunn and Mr. Faber, Use of Legal Counsel edits, and salary range analysis to be completed; email Mr. Mulholland and Ms. Caron about Use of Legal Counsel Policy for further review and comment	0.80
02/09/26	MCC	Review draft Use of Counsel policy; telephone conference with Mr. Mulholland regarding land use change tax; email correspondence with Mr. Tilsley regarding same	1.10
02/10/26	EAB	Office conference with Megan C. Carrier to analyze pending matters and analyses regarding same; exchange emails with Mr. Mulholland regarding his edits to Use of Legal Counsel Policy to confirm Town Council approval; exchange emails with Ms. Koza about meeting to review pending projects	0.50
02/10/26	MCC	Email correspondence with Mr. Mulholland regarding Veterans' bonus program; office conference with Elizabeth A. Bailey regarding various issues	0.50
02/11/26	EAB	Teams meeting with Mr. Dunn and Mr. Faber at their request; review salary range questions posed by Ms. Koza	2.30
02/11/26	MCC	Videoconference with Mr. Dunn, Mr. Faber, and Elizabeth A. Bailey regarding various matters	1.60
02/12/26	MCC	Email correspondence with Mr. Campo regarding tax sale issue; email correspondence with Mr. Mulholland regarding review of construction contract; email correspondence with Ms. Carron regarding easement issue; email correspondence with Mr. Mulholland regarding insurance question	0.70
02/13/26	EAB	Review Town policies and Library policies in preparation for meeting with Ms. Koza and ADA [REDACTED]; receive and review and respond to email from Ms. Koza with additional questions outlined; telephone conference with Ms. Koza to review accommodations issue and separate CBA posting issue	1.10
02/17/26	EAB	Exchange series of emails with Ms. Koza about meeting; receive and review Ms. Koza's updated email about ADA analysis	0.30
02/19/26	GAC	Call with Megan C. Carrier regarding town real estate matters; telephone call with Stephen M. Ruisi on easements;	0.40
02/19/26	EAB	Receive and review email from Ms. Koza about question related to document production for investigation and contact Ms. Koza regarding same	0.20
02/19/26	SMR	Review of emails relating to easement deeds; discussion of scope of assignment with Megan C. Carrier; consult with Gregory A. Chakmakas on easment review	0.60
02/19/26	MCC	Review materials relevant to Procopio project; videoconference with Attorney Gandia regarding same; email correspondence with Ms. Carron regarding same; revise Offsite Improvement Agreement; draft memorandum to Planning Board relative to Procopio project	4.40

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<u>Date</u>	<u>Initials</u>	<u>Description</u>	<u>Hours</u>
02/20/26	EAB	Exchange outreaches to Ms. Koza; telephone conference with Ms. Koza about document production and next steps in ADA analysis; receive and review emails and draft Memorandum from Megan C. Carrier; telephone conference with Megan C. Carrier regarding same and regarding coverage of assignments	0.70
02/20/26	SMR	Initial review of materials provided for review of easement deeds	1.00
02/22/26	EAB	Receive and review Memorandum from Megan C. Carrier to Attorney Gandia outlining response to all pending issues	0.20
02/22/26	MCC	Videoconference with Ms. Carron regarding Procopio, Mack's Apples, and [REDACTED] matters; email correspondence with Attorney Gandia regarding same	1.40
02/23/26	EAB	Contact Attorney Devoe; telephone conference with Attorney Devoe about personnel issue; follow up contact to Ms. Koza regarding same	0.50
02/23/26	SMR	Review various site plans to locate relevant Plan documents and references to confirm legal description of easements as well as quitclaim deed from Purpose Energy	2.60
02/24/26	EAB	Receive and review email and attachment from Ms. Koza about concerns regarding confidentiality issues and briefly respond to same; telephone conference with Ms. Koza regarding same; telephone conference with Andrew B. Eills about inapplicability of HIPAA; receive and review email from Attorney Gandia to Megan C. Carrier about pending issues	1.30
02/24/26	GAC	Conference with Stephen M. Ruisi on easements and access deed;	0.30
02/24/26	VAA	Review email request from Stephen M. Ruisi for copy of plan; telephone call to the Rockingham County Registry of Deeds regarding search for plan; retrieve copy of plan and download into electronic file; submit firm credit card charges to accounting for processing	0.30
02/24/26	SMR	Review plans to review easements and quitclaim covenants; discussion with Ms. Carron on status of review.	1.90
02/24/26	ABE	Conference with Elizabeth A. Bailey concerning application of RSA 91-A, ADA, and HIPAA to [REDACTED]	0.40
02/25/26	EAB	Receive and review and respond to email from Ms. Koza; telephone conference with Attorney Devoe; telephone conference with Ms. Koza and Ms. Caron; follow up telephone conference with Attorney Devoe; receive and review email from Attorney Gandia about right-of-way and respond to same	0.80
02/25/26	GAC	Review Quitclaim Deed from Town to Purpose Energy; email Stephen M. Ruisi on the same;	0.70
02/25/26	SMR	Provide redlined edit of Driveway Access deed; review metes and bounds of turn-around easement; review easement deeds for accuracy against draft plan	1.60
02/26/26	KAV	Review submissions from the Town of Londonderry, including, without limitation, Primex review of architect's contract, indemnification language and other inserts; review and edit AIA B101 standard architect's contract, incorporating Primex and Town comments; email memorandum to Megan	3.40

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		C. Carrier regarding changes and comments to AIA B101	
02/26/26	SMR	Review updated draft quitclaim deed and draft exhibit illustrating land to be conveyed; discussion of lot ownership referenced on easement with Chloe F. Golden	1.10
02/26/26	MCC	Review MOU relating to offsite improvements within Woodmont Commons PUD; email correspondence with Attorney Gandia regarding Procopio project; email correspondence with Ms. Carron regarding same	0.50
02/27/26	SMR	Discuss Purpose Energy deed with Gregory A. Chakmakas; finalize comments to Quitclaim Deed with Purpose Engergy; transmit comments to Counsel for Purpose Engery and Ms. Carron; finalize review of Private Access and Utility Easement and Proposed Public Turnaround Easement; transmit review commentary to Ms. Carron	2.00
<b>Total</b>			<b>77.90</b>

**Timekeeper Summary**

<u>Initials</u>	<u>Timekeeper Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
MHU	Associate	10.10	290.00	2,929.00
SMR	Associate	10.80	290.00	3,132.00
VAA	Paralegal	0.30	230.00	69.00
ABE	Partner	0.40	290.00	116.00
EAB	Partner	18.50	290.00	5,365.00
GAC	Partner	1.40	290.00	406.00
KAV	Partner	3.40	290.00	986.00
MCC	Partner	33.00	290.00	9,570.00
<b>Total</b>		<b>77.90</b>		<b>\$22,573.00</b>

**Cost Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
02/24/26	Copies of Record - Registry of Deeds, Rockingham County	3.00
02/25/26	Consultations/Professional Services	200.00
02/25/26	Consultations/Professional Services	550.00
02/28/26	Computer Research - Lexis	880.00
<b>Total</b>		<b>\$1,633.00</b>

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Billing Timekeeper: Elizabeth A Bailey

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## REMITTANCE COPY

### Gen. Rep. - Town Attorney Matters

<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Balance Due</u>
<u>Current Invoice</u>		
03/12/26	430117	\$24,206.00
<b>Balance Due</b>		<b><u><u>\$24,206.00</u></u></b>

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