

BLF Brennan Law Firm
A PROFESSIONAL CORPORATION

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July 30, 2010

VIA EMAIL ONLY jedwards@brickschools.org

James W. Edwards, Jr., CPA
Business Administrator/Board Secretary
Brick Township Board of Education
101 Hendrickson Avenue
Brick, NJ 08724

**Re: *Brick Township Board of Education
Special Environmental Counsel***

Dear Mr. Edwards:

This shall set forth the proposed agreement for this firm to serve as Special Environmental Counsel for the Brick Township Board of Education with respect to the Administrative Order and Notice of Civil Administrative Penalty Assessment, dated July 1, 2020, including requesting an Administrative Hearing with the New Jersey Department of Environmental Protection in order to formally object to and challenge the Assessment and Order.

We propose that our hourly fee for such legal representation be \$350.00 per hour for attorneys Francis J. Brennan, III and Robert N. Glaser, \$300.00 per hour for attorney Thomas C. Kinney, and \$175.00 an hour for paralegals. The estimated cost, not including attendance at any Hearing on this matter or attendance at any in-person meetings with the NJDEP or the School Board, would be \$5,000.00. This hourly fee is exclusive of expenses, such as fees for overnight mail, long distance telephone calls, telecopying, photocopying, postage, filing fees, travel expenses such as mileage charges and tolls and any other miscellaneous expenses. The legal fees and out of pocket expenses will be itemized for you and billed to you on a monthly basis. All work performed by outside vendors for photocopies, overnight mail, document production, hand delivery services and similar services will be invoiced at cost plus 15 percent. Payment will be due upon receipt of our invoice. A finance charge of 18.00% per year will be assessed if payment in full is not received within thirty (30) days.

Finally, this letter shall confirm our policy regarding the retention of your file. During the course of our representation, if there is any document, record, or data you would like for your files, including any original documents you provided to us, we will provide them to you upon your written request with normal copying charges being applied if you seek a hard copy of that

*James W. Edwards, Jr., CPA
Business Administrator/Board Secretary
Brick Township Board of Education
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document. At the conclusion of each matter, we will provide you with an electronic copy of the file upon your written request at no charge. If you would like a hard copy of your file at that time, we will provide that to you upon your written request provided that you agree to pay in advance the copying costs for same. If no such written request is made, then we will retain the file for one (1) year, after which we will destroy the file without further notice to you. No portion of the file will be retained for our records.

Should you wish this firm to represent Brick Township Board of Education in this matter on the terms set forth above, please execute this letter in the space provided and return same to us, in the enclosed postage pre-paid envelope.

Thank you for your consideration and assistance. We look forward to representing you in connection with this matter.

Very truly yours,

BRENNAN LAW FIRM



Francis J. Brennan, III

I, _____ on behalf of the Brick Township Board of Education, hereby agree to retain the Brennan Law Firm in the above matter in accordance with the foregoing terms and conditions and to be responsible for the payment of the fees and expenses incurred by the Brennan Law Firm in this matter.

Brick Township Board of Education

Date: _____

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