

November 19, 2015

Albion Town Board
Town of Albion
3665 Clarendon Road
Albion, New York 14411-4411

Re: 2016 Appointment/Attorney for the Town of Albion
Retainer Letter

TO THE ALBION TOWN BOARD MEMBERS:

This communication is my request to be reappointed for the calendar year 2016 as the Attorney for the Town of Albion under the same terms and conditions as have been in place for 2014 and 2015.

My base salary/retainer for this position is to be \$25,000.00 annually and I will, as I have done in 2015, submit a voucher on the week before the regularly scheduled monthly board meeting requesting payment for the previous month. By way of example, I will submit my voucher for payment of December 2015 at the end of December, the week before the first regularly scheduled board meeting in January 2016.

The above recited retainer fee is independent of and does not include litigation matters which I would bill separately at the rate of \$175.00 per hour as such litigation matters occur. I do not do bonding work but I do all other litigation so as to alleviate consideration by the Board of contracting with other counsel in the event of litigation or anticipated litigation. In the event of litigation, I will voucher that particular matter separately.

It is my intent to attend all Albion Town Board meetings and workshops as scheduled. I do not consider this appointment to mandate my attendance at Albion Town Planning Board

meetings and/or Albion Town Zoning Board meetings but I want to make it clear that I would do so as asked on an as needed basis.

This appointment is for the calendar year 2016 and is not intended to designate me as an employee of or for the Town of Albion but rather as an independent contractor so to speak.

Thank you for allowing me the opportunity to serve the Town of Albion and the Albion Town Board.

Very truly yours,

JAMES D. BELL

JDB/kh
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