

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

RECEIVED
MAY 24 2012

	PUBLIC EMPLOYEE INFORMATION	TOWN OF TOWNSEND TOWN CLERK
Name of public employee:	Sue Lisio	
Title or Position:	Vice Chair, Board of Selectmen	
Agency/Department:	Town of Townsend	
Agency address:	272 Main Street Townsend, MA 01469	
Office Phone:	Work Phone: 978-449-3536 Home Phone: 978-597-6473	
Office E-mail:	BOS Email: sml412@comcast.net Personal Email: smlisio@comcast.net	
	<p>I am expected to perform official duties as a state, county, or municipal employee, and I have a relationship or affiliation with a person or organization involved. A reasonable person would conclude that the person or organization can unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of someone's kinship, rank, position or undue influence.</p> <p>I am filing this disclosure to explain the facts about this relationship or affiliation and to dispel the appearance that I have a conflict of interest.</p>	
	APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for decision or action.	I am renting a summer property for 1 week during July 2012 on behalf of my family, from Sheryl Vaughan, who is a Town Employee working for the Building Department.	
What responsibility do you have for taking action or making a decision?	I am entering into a rental agreement and paying for the rental out of my personal funds.	
Describe your relationship or affiliation with someone involved.	I am BOS member. Sheryl is a Town Employee.	
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	My son Joe is a friend of Sheryl's nephew, Danny. Our families have known each other for over 30 years. My son mentioned that we were looking for a summer rental and Danny said that his mother's family owns a summer place that may be available. My son later followed up and inquired to Danny and his brother Colin that if the place were available for the week desired, our family would be interested. Joe asked for the price and was told the amount and we were given the property description. Colin said he would tell his mother, Betty, we were interested and if available they would call us. The next day Joe and I received a call from Sheryl, who is handling the rental schedule for the property for the month of July. She told us it is available if we were interested and told us the terms of ½ down and ½ balance prior to the planned week of the stay. I sent Sheryl a check for the	

	first payment out of my personal account on 5/23/12 based on the market price quoted originally by her nephew.
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. <input checked="" type="checkbox"/> X Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	<i>Sue Lusio</i>
Date:	<i>5/23/12</i>

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.



KOPELMAN AND PAIGE, P.C.
The Leader in Municipal Law

101 Arch Street
Boston, MA 02110
T: 617.556.0007
F: 617.654.1735
www.k-plaw.com

June 27, 2013

Richard Holland
rholland@k-plaw.com

Hon. Sue Lisio and
Members of the Board of Selectmen
Townsend Town Hall
272 Main Street
Townsend, MA 01469

RECEIVED
JUN 28 2013
TOWN OF TOWNSEND
TOWN CLERK

Re: Disclosure, Determination and Consent Pursuant to the Massachusetts Rules of Professional Conduct, Rule 1.7; Representation of the Town of Lunenburg and Town of Townsend Concerning an Intermunicipal Agreement for Purchase of Net Metering Credits

Dear Members of the Board of Selectmen:

We have been informed that the Towns of Lunenburg and Townsend wish to enter into an intermunicipal agreement whereby Lunenburg will sell to Townsend net metering credits generated by a solar photovoltaic facility to be constructed, owned and operated by Nugen Capital LLC on private property located in Lunenburg. This will require the drafting and execution of an intermunicipal agreement. Kopelman and Paige, P.C. has been asked to assist with this agreement. We would be happy to provide joint representation to Lunenburg and Townsend in this matter, subject to the limitations stated below.

As you know, this firm serves as Town Counsel to Lunenburg and Townsend. That relationship creates certain interests that we are required to disclose to you pursuant to the Massachusetts Rules of Professional Conduct, which apply to the conduct of lawyers in the Commonwealth. If, upon review of these disclosures, you desire that we proceed with the joint representation, we are required to obtain the express permission of the Boards of Selectmen of both Towns. The purpose of this letter, therefore, is to make the required disclosures and to request that you determine whether you will consent to such joint representation and, if so, sign the enclosed consent form.

In addition, it should be noted that, while the State Ethics Commission has determined that Kopelman and Paige, P.C. and its individual attorneys are not "municipal employees" pursuant to the Conflict of Interest Law, we provide this letter to dispel any appearance of a conflict on the firm's behalf in this matter.

MULTIPLE REPRESENTATION DISCLOSURE

The representation of multiple clients is regulated by Rule 1.7 of the Rules of Professional Conduct, which rule states that an attorney may not represent multiple clients if the interests of one client are directly adverse to those of another client or if his representation of one client may be materially limited by his responsibilities to another client or his own interests. If, however, (1) the

KOPELMAN AND PAIGE, P.C.

Hon. Sue Lisio and
Members of the Board of Selectmen
Townsend Town Hall
June 27, 2013
Page 2

attorney reasonably believes that the representation of either client will not be adversely affected, and (2) each of the clients consents after consultation, the attorney may represent the multiple clients in such a situation. Where representation of multiple clients in a single matter is undertaken, we are also required to disclose and explain the implications of the common representation and the advantages and risks involved in such representation, which we do below.

In our opinion, our position as Lunenburg Town Counsel will not adversely affect our representation of Townsend with respect to a "net metering credit" intermunicipal agreement, provided, however, that both Lunenburg and Townsend first agree among themselves to the terms of that agreement. In other words, Kopelman and Paige, P.C. may not negotiate on behalf of either Lunenburg or Townsend, but we can memorialize all terms agreed upon into a written agreement for the Towns to sign. It is our opinion that joint representation provides the advantage of cost effectiveness (i.e., the cost of our time spent on preparing an intermunicipal agreement will be split between the two communities) and efficiency. The only risk we would note would be in the unlikely event that a dispute or disagreement arises during the Towns' negotiations or performance of the agreement. In such circumstances, we would likely have to cease representing both Towns with regard to that matter.

DETERMINATION

In addition, you must consider whether our representation of Lunenburg, as described above, will likely adversely affect our ability to exercise independent professional judgment on behalf of Townsend. It is our belief that our representation of Lunenburg and Townsend, for the purposes and under the conditions described in this letter, will not affect the exercise of our independent professional judgment on behalf of Townsend with regard to a "net metering credit" intermunicipal agreement or any other matter. However, it is for you, as the appointing authority, to determine whether the representation described herein will impair the integrity of this firm's service to Townsend.

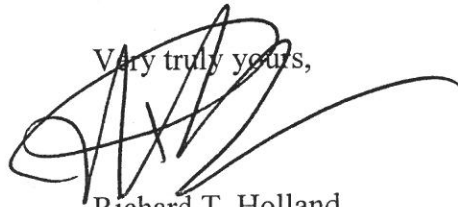
Therefore, if in light of the disclosures contained in this letter you desire that we proceed with the joint representation under the conditions stated, we ask that you consent to our joint representation of the Towns of Lunenburg and Townsend regarding the "net metering credit" intermunicipal agreement. Should you consent, please sign two originals of the enclosed determination as required by the Rules of Professional Conduct, keeping one original for your records and returning one original to me.

KOPELMAN AND PAIGE, P.C.

Hon. Sue Lisio and
Members of the Board of Selectmen
Townsend Town Hall
June 27, 2013
Page 3

Thank you for your consideration. Should you have any questions, please do not hesitate to call me.

Very truly yours,

A handwritten signature in black ink, appearing to be 'RTH', with a long horizontal flourish extending to the right.

Richard T. Holland

RTH/man

Enc.

cc: Town Clerk ✓
476688/TOWN/0001

DETERMINATION AND CONSENT

It is determined, pursuant to Rule 1.7 of the Massachusetts Rules of Professional Conduct, that the Townsend Board of Selectmen hereby consents to Kopelman and Paige, P.C. jointly representing the Town of Lunenburg and Town of Townsend with regard to the preparation and execution of a "net metering credit purchase" intermunicipal agreement, as disclosed in a letter to the Board dated June 27, 2013, notwithstanding that Kopelman and Paige, P.C. serves as Town Counsel to both Towns and will therefore also be representing the Town of Lunenburg with regard to such agreement.

Dated: 7/2, 2013.

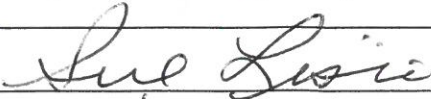
TOWN OF TOWNSEND
By its Board of Selectmen,

Lee Leslie
Robert Clamond
Colin Upmhall

RECEIVED
JUL 11 2013

TOWN OF TOWNSEND
TOWN CLERK

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

	PUBLIC EMPLOYEE INFORMATION	<div style="text-align: right; color: red; font-weight: bold; font-size: 1.2em;"> RECEIVED JAN 26 2014 TOWN OF TOWNSEND TOWN CLERK </div>
Name of public employee:	Sue Lisio	
Title or Position:	Currently Chairperson, Board of Selectmen	
Agency/Department:	Town of Townsend	
Agency address:	272 Main Street Townsend, MA 01469	
Office Phone:	Cell Phone: 978-501-4948 Home Phone: 978-597-6473	
Office E-mail:	BOS Email: sml412@comcast.net Personal Email: smlisio@comcast.net	
	<p>I am expected to perform official duties as a state, county, or municipal employee, and I have a relationship or affiliation with a person or organization involved. A reasonable person would conclude that the person or organization can unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of someone's kinship, rank, position or undue influence.</p> <p>I am filing this disclosure to explain the facts about this relationship or affiliation and to dispel the appearance that I have a conflict of interest.</p>	
	APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for decision or action.	My son is renting a summer property for 1 week during July 2014 for our family, from Sheryl Vaughan, who is a Town Employee working for the Building Department.	
What responsibility do you have for taking action or making a decision?	He is entering into a rental agreement and paying for the rental out of his personal funds.	
Describe your relationship or affiliation with someone involved.	I am BOS member. Sheryl is a Town Employee.	
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	Our families have known each other for over 30 years and I had rented the same cottage from Sheryl in 2012. My son contacted Sheryl to see if the property would be available for the week desired. Joe asked for the price and was told it was available. She told him the price told him the terms of ½ down and ½ balance prior to the planned week of the stay.	
If you cannot confirm this statement, you should recuse yourself.	<p>WRITE AN X TO CONFIRM THE STATEMENT BELOW.</p> <p><u> X </u> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.</p>	
Employee signature:		
Date:	1/28/14	

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

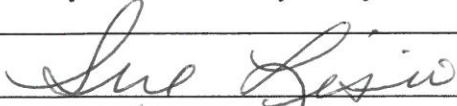
Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b) (3)**

RECEIVED
APR 25 2017

TOWN OF TOWNSEND
TOWN CLERK

	PUBLIC EMPLOYEE INFORMATION
Name of public employee:	Sue Lisio
Title or Position:	Selectman
Agency/Department:	Board of Selectman
Agency address:	Town Hall 272 Main Street Townsend, MA 01469
Office Phone:	978-597-1701
Office E-mail:	Sml412@comcast.net
	<p>In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.</p> <p>I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.</p>
	APPEARANCE OF FAVORITISM OR INFLUENCE
Describe the issue that is coming before you for action or decision.	Potential hearings, discipline, contracts, negotiations, or similar business with Lt. Mark Giancotti.
What responsibility do you have for taking action or making a decision?	I am a member of the Board of Selectmen which has appointing authority over Mr. Giancotti.
Explain your relationship or affiliation to the person or organization.	Mr. Giancotti's wife and my daughter are friends. Mrs. Giancotti donated \$100 to my election campaign committee via an electronic website donation. My election campaign committee refunded her donation via a check against the committee's account, returning the donation so as not to give an appearance of favoritism in any potential Board of Selectman dealings with her husband as an employee of the town.
How do your official actions or decision matter to the person or organization?	The Board of Selectmen have authority over Mr. Giancotti's superiors and have ultimate appointing, termination, and monetary and other benefits.
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	The personal relationship my daughter has with Mrs. Giancotti will not affect my decisions and I can and will be impartial and objective about any of the matters regarding her husband that may come before me as a Board member.
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW.
	<input checked="" type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	4/25/17

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

Form revised July, 2012

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

RECEIVED
MAR 20 2018
TOWN OF TOWNSEND
TOWN CLERK

	PUBLIC EMPLOYEE INFORMATION
Name of public employee:	Sue Lisio
Title or Position:	Selectman
Agency/Department:	Town of Townsend, Board of Selectmen
Agency address:	272 Main Street Townsend, MA 01469
Office Phone:	978-597-1701 (BOS Office) 978-597-6473 (Home)
Office E-mail:	Sml412@comcast.net
	In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person. I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.
	APPEARANCE OF FAVORITISM OR INFLUENCE
Describe the issue that is coming before you for action or decision.	Roger Rapoza Jr.'s name is coming before the BOS as a Water Department recommended candidate to fill a position with the Townsend Water Department.
What responsibility do you have for taking action or making a decision?	Voting on formalizing and approving Roger Rapoza Jr.'s appointment to the Water Department.
Explain your relationship or affiliation to the person or organization.	I am a personal friend of Roger Rapoza Jr.'s mother and father.
How do your official actions or decision matter to the person or organization?	My personal friendship with Mr. and Mrs. Rapoza will not affect my decisions and I can and will be impartial and objective about any of the matters regarding their son, Roger Jr., that may come before me as a Board member.
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW.
	<input checked="" type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	<i>Sue Lisio</i>
Date:	3/20/18

Attach additional pages if necessary.
 Not elected to your public position – file with your appointing authority.
 Elected state or county employees – file with the State Ethics Commission.
 Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.
 Elected municipal employee – file with the City Clerk or Town Clerk.
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 Form revised July, 2012

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AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

RECEIVED
APR 03 2018

PUBLIC EMPLOYEE INFORMATION	
Name of public employee:	Sue Lisio
Title or Position:	Selectman
Agency/Department:	Town of Townsend, Board of Selectmen
Agency address:	272 Main Street Townsend, MA 01469
Office Phone:	978-597-1701 (BOS Office) 978-597-6473 (Home)
Office E-mail:	Sml412@comcast.net
	<p>In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.</p> <p>I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.</p>
APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for action or decision.	A vote related to litigation in the case of Merrill vs Town of Townsend, Eaton, Girard, and/or Reidy.
What responsibility do you have for taking action or making a decision?	Discussion or voting on any agreement, settlement, testimony, or other related actions that may come to me in my capacity as a member of the Board of Selectmen.
Explain your relationship or affiliation to the person or organization.	Townsend is a small community of under 10,000 and having lived in Townsend for over 40 years and active in the community I know many people, including Ms. Merrill, Mr. Eaton, Mr. Girard, Mr. Reidy, and others that may or may not support one view or another.
How do your official actions or decision matter to the person or organization?	My relationships with various persons on either side of these litigation argument will not affect my decisions and I can and will be impartial and objective in any of my decisions, votes, and in ethically exercising my responsibilities as a member of the Board of Selectman.
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW.
	<input checked="" type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	<i>Sue Lisio</i>
Date:	4/3/18

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

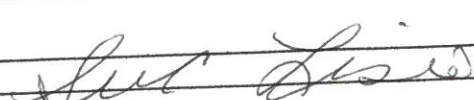
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Form revised July, 2012

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

RECEIVED
SEP 28 2018
TOWN OF TOWNSEND
TOWN CLERK

PUBLIC EMPLOYEE INFORMATION	
Name of public employee:	Sue Lisio
Title or Position:	Selectman
Agency/Department:	Town of Townsend, Board of Selectmen
Agency address:	272 Main Street Townsend, MA 01469
Office Phone:	978-597-1701 (BOS Office) 978-597-6473 (Home)
Office E-mail:	Sml412@comcast.net
	<p>In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.</p> <p>I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.</p>
APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for action or decision.	Kevin Keefe's name is coming before the BOS for an appointment as a Water Department recommended candidate to fill a position with the Townsend Water Department.
What responsibility do you have for taking action or making a decision?	Voting on formalizing and approving Kevin Keefe's appointment to the Water Department.
Explain your relationship or affiliation to the person or organization.	The Keefe family and the Lisio family have known each other since Kevin was a youngster. Up until 9/27/18 I worked in the same organization as Kevin's mother and sister.
How do your official actions or decision matter to the person or organization?	My friendship with Kevin Keefe's family will not affect my decisions and I can and will be impartial and objective about any of the matters regarding Kevin Keefe, that may come before me as a Board member.
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW.
Employee signature:	<input checked="" type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Date: 9/28/18	

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 Form revised July, 2012