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NEW YORK STATE

Adirondack parkagency

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To: *John Privitera, Esq*

Company:

Fax Number: *426-4260*

From: *Barbara Rottner, Esq*

Message: *Protocols*

Date: *3/7/08*

No. of pages to follow: *1*

Time: *5:10 PM*

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NEW YORK STATE
Adirondack
parkagency

VIA TELEFAX AND MAIL

March 7, 2008

John Privitera, Esq.
McNamee, Lochner, Titus and Williams, P.C.
75 State Street
Box 459
Albany, NY 12201

Re: Lewis Family Farm, Inc. (E2007-041)

Dear Mr. Privitera:

This letter responds to your request to video the Enforcement Committee meeting on March 13, and provides the Enforcement Committee's procedures for that meeting, some of which you and I discussed on March 5th.

Oral argument will be allowed; each party (staff and respondent) will be limited to 15 minutes. No new factual information may be submitted during oral argument. The parties are limited to the factual record which has already been submitted. You may use our electronic equipment for a power point, and agreed to bring a thumb drive for such purpose. You agreed to provide an electronic copy of your power point to staff before the meeting, and also agreed to bring 9 physical copies of the presentation for the Committee's use. The power point must only include materials already in the record.

The Agency will have a stenographer transcribing the meeting. If you wish to have an expedited transcript, you will have to make a private arrangement with the stenographer.

You may tape record and video the meeting, provided you adhere to the following protocols: 1) operate from a fixed position in the room at least 20 feet from the Members to ensure it will not be obtrusive or distracting to their work, and 2) provide the Agency with a complete copy of the audio and video within 5 days of the meeting.

If you have any questions do not hesitate to call me.

Sincerely,

Barbara Rottier
Associate Counsel

cc: Paul Van Cott, Associate Attorney