

Michael F. Hanley, Esq., Chair
Carolyn Anderson, Esq., Vice-Chair
Hon. Brian Burgess
Elizabeth Miller, Esq.
Mr. Christopher Chapman
Mr. Kevin O'Donnell
Ms. Lisa Ventriss



MAILING ADDRESS:

Vermont Supreme Court
Professional Responsibility Board
109 State Street
Montpelier, VT 05609-0703

Merrick Grutchfield
Program Administrator

Telephone: (802)828-3204
FAX: (802)828-3457

Professional Responsibility Program

www.vermontjudiciary.org/about-vermont-judiciary/boards-and-committees/professional-responsibility

December 9, 2019

James A. Valente, Esq.
Costello Valente & Gentry
51 Putney Road, PO Box 483
Brattleboro, VT 05301

Amelia W.L. Darrow
Windham Law, PC
45 Linden Street
Brattleboro, VT 05301

Deedee Jones
Brattleboro Center for Mediation
229 Western Avenue
Brattleboro, VT 05301

RE: C. Robert Manby, Jr., Esq. - Respondent
PRB Docket No. 2019-089

Dear Hearing Panel:

The enclosed Stipulation of Facts and Jointly Proposed Conclusions of Law, Joint List of Exhibits, and Joint Exhibits were filed by Sarah Katz, Disciplinary Counsel, on November 27, 2019. **This is a public file.**

Since we are trying to go as paperless as possible, the documents are being provided to you in electronic format. If you would prefer paper copies, please let me know, and I will mail them to you. Otherwise, all future correspondence or electronic filings I receive from the parties will be provided to you in electronic format. **The parties will be responsible to follow up with one paper copy for the case file.**

This matter has been assigned to your hearing panel consistent with the rotation rule. See A.O. 9, Rule 11.D.(2). Your panel is now responsible for assuring that this matter is concluded in a timely fashion. The Professional Responsibility Board adopted Policy No. 21, which is as follows:

“When formal proceedings are commenced by the filing of stipulated facts and a hearing panel determines that a hearing is not necessary, the hearing panel shall issue a decision containing its findings of fact, conclusions of law, and the sanction imposed, if any, within sixty days of the filing of stipulated facts. The sixty day time period is directory and not jurisdictional. A hearing panel’s failure to observe the sixty day time period does not justify the abatement or dismissal of the disciplinary or disability proceeding.”

I will remain responsible for the docket as the Program Administrator of the Professional Responsibility Program. I need to receive from you copies of all correspondence, notices and orders that you may issue. I will assist you with the logistics of scheduling hearings and conference calls, arranging for hearing rooms, securing a court reporter, etc.

Very truly yours,



Merrick Grutchfield
Program Administrator

Attachment

cc: Harry, Ryan, Esq., Counsel for Respondent
Ellie Gebarowski-Shafer, Legal Assistant for Respondent
Sarah Katz, Disciplinary Counsel
Mark DiStefano, Esq., Hearing Panel Counsel
Carolyn Anderson, Esq., Vice Chair, Professional Responsibility Program