



HITCHINER®

Since 1946

Ann R.

May 7, 2015

VIA OVERNIGHT DELIVERY

Joseph Foster, Esq.
Attorney General
State of New Hampshire
Office of the Attorney General
33 Capitol Street
Concord, NH 03301

Dear Attorney General Foster:

As has been previously announced, Hitchiner Manufacturing Co., Inc. (Hitchiner) will experience a reduction in its workforce, and a number of employees of Hitchiner will experience layoffs, as a result of the planned closure of its Littleton plant. This notice, which is issued in compliance with the Federal Worker Adjustment and Retraining Notification (WARN) Act and NH R.S.A. 275-F, is to inform you of the following:

- Address of employment site effected by plant closing: 24 Beacon Street, Littleton, NH 03561
- The names and job titles of positions that will be affected appear on the attached.
- Hitchiner normally recognizes certain seniority rights, but such considerations are being suspended with respect to the Littleton closure. Such suspension was decided due to business needs, including the complexity of the company's bumping policies, the desire to provide dates certain to affected employees, training, productivity loss implications, anticipated elapsed time between first and final production layoff, and others. As such, seniority will not be taken into consideration as a factor in determining which employees to layoff and the timing of each employee's layoff.
- Hitchiner's Littleton plant is a non-union facility.
- Expected date of first separation of employment: During the fourteen day period beginning August 7, 2015 – 26 employees.
- Expected date of additional separations and number of employees effected: During the fourteen day periods beginning August 14, 2015 – 8 employees, September 4, 2015 – 7 employees, October 9, 2015 – 7 employees.
- Expected date of final separation: March 31, 2016.

- Name and phone number of company official to contact for further information:
Timothy C. Sullivan, Esq., (603) 732-1700

This letter will be updated as there is date certainty pertaining to layoff of the remainder of the Littleton workforce.

Sincerely,

HITCHINER MANUFACTURING CO., INC.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.

Timothy C. Sullivan, Esq.

Vice President, Corporate Affairs and Services

enclosure