

September 25, 1979

Mr. J. W. Hardy:

It is our understanding that the office of Marketing and Sales on Elm St. Manchester is to be transferred to Billerica. This office now has 3 digit telephone 260 which has an extension to the B&M Yard Office on Cove St. This extension is activated when the Marketing & Sales office is closed by a transfer switch at the Elm St. office.

When this office officially closes, we expect an added burden of information and tracing telephone calls to be placed on our Freight Office, also on Cove St. and request that the 260 telephone be transferred from Elm St. to the Freight Office on Cove St.

Contact Agent R. L. Bean at Manchester if further information is desired.

R. E. Hill

R. E. Hill

REH/hc

cc: Messrs:

G. F. Gallagher
W. V. Furey
T. Trovato
W. Bostwick
E. R. Towle
R. L. Bean
E. B. Rourke, Manchester

*Manchester
625 8213*

Manchester NH


. Billerica, September 27, 1979

Mr. M. V. Smith

Attention: K. M. Gregory

I need to know a projected date for the consolidation of your offices. Some telephone changes take thirty (30) days. I also need to know if it is desired to have the existing Holyoke to Manchester foreign exchange line transferred to Billerica and on whose telephone (s) the line should appear.

The attached memo is an example of one item to which I must attend.


J. W. Hardy

Hot copy attached

cc: Messrs:
G. F. Gallagher
W. V. Furey
T. Trovato
W. Bostwick
E. R. Towle
R. L. Bean
E. B. Rourke, Manchester

JWH/k