

# DISCIPLINARY REVIEW BOARD

OF THE

SUPREME COURT OF NEW JERSEY

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ASSISTANT COUNSEL

January 23, 2014

**CERTIFIED MAIL, R.R.R. & REGULAR MAIL**

Harold J. Poltrock, Esq.  
Park Plaza  
75 Main Street  
Milburn, NJ 07041

**RE: In the Matter of Harold J. Poltrock**  
Docket No. DRB 13-325  
District Docket No. XIV-2012-0598E  
**LETTER OF ADMONITION**

Dear Mr. Poltrock:

The Disciplinary Review Board has reviewed the motion for discipline by consent (reprimand or such lesser discipline as the Board may deem warranted), filed by the Office of Attorney Ethics (OAE) in the above matter, pursuant to R. 1:20-10. Following a review of the record, the Board determined to grant the motion and to impose an admonition.

Specifically, a random audit conducted by the OAE found that, between February 2010 and August 2012, your attorney trust account was out of trust by a total of \$11,406.27, a violation of RPC 1.15(a). The shortage went undetected because of your failure to conduct monthly three-way reconciliations of your trust account and failure to maintain proper ledger cards for clients and for bank charges. The audit also uncovered several other recordkeeping deficiencies, a violation of RPC 1.15(d) and R. 1:21-6.

January 23, 2014

In the Matter of Harold J. Poltrock

DRB 13-325

Page 2 of 3

In mitigation, the Board considered that no disciplinary infractions have been sustained against you since your 1980 admission to the New Jersey bar; that you acknowledged your wrongdoing by entering into a stipulation with the OAE; that, once you became aware of the trust shortage, you promptly reimbursed all missing funds; and that nothing in the record indicates any harm to your clients.

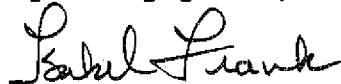
Your conduct adversely reflected not only upon you as an attorney, but also upon all members of the bar. Accordingly, the Board has directed the issuance of this admonition to you. R. 1:20-15(f)(4).

The Board also directed that, for a period of one year, you submit to the OAE, on a quarterly basis, monthly reconciliations of your attorney records, certified by a CPA approved by the OAE.

A permanent record of this occurrence has been filed with the Clerk of the Supreme Court and the Board's office. Should you become the subject of any further discipline, it will be taken into consideration.

The Board has also directed that the cost of the disciplinary proceedings be assessed against you. An invoice of costs will be forwarded under separate cover.

Very truly yours,



Isabel Frank  
Acting Chief Counsel

IF/tk

c: Chief Justice Stuart Rabner  
Associate Justices  
Bonnie C. Frost, Chair  
Disciplinary Review Board (via email)  
Mark Neary, Clerk  
Supreme Court of New Jersey

January 23, 2014

In the Matter of Harold J. Poltrock

DRB 13-325

Page 3 of 3

Gail G. Haney, Deputy Clerk  
Supreme Court of New Jersey (w/ethics history)  
Charles Centinaro, Director  
Office of Attorney Ethics  
Christina Blunda Kennedy, Deputy Ethics Counsel  
Office of Attorney Ethics