

TOWN SOLICITOR
(Law-Administration)
(Page 19)

Under the direction of the Town Solicitor, the law department provides legal counsel to the Mayor, all Town departments, boards and commissions and the Town Council. Practice areas include labor and employment, discrimination/harassment, contracts, zoning, land use, construction, environmental issues, civil rights, tort liability, Charter/Ordinance interpretation, municipal finance, and ethics/conflict of interest. The Town Solicitor serves as a member of the Town's negotiating team during collective bargaining, monitors all claims submitted by employees and members of the public, prosecutes and defends lawsuits for and on behalf of the Town, negotiates contracts on behalf of the Town, and various other legal responsibilities.

More than half of the Law program is salary related. The FY22 budgeted amount includes the cost of living increase and total salary expense for 52.2 weeks. Additionally, the program includes certain obligated costs like the legal research program (Westlaw-year 3 of a 3 year contract) and cell phone (purchased through BELD). All lines, with the exception of the personnel costs, have been reduced for FY22.

The following is a summary of reductions to the existing accounts:

- 01-15101-530002 (Legal Services)
 - Reduced by 13.33%
 - The addition of a full time assistant town solicitor will allow the office to keep more litigation in house and reduce the need for outside counsel.
 - To date, the majority of the outside counsel expenses have been incurred relative to the litigation relating to the proposed 40B project at 383 Washington Street.
- 01-15101-534002 (Postage)
 - Reduced by 50% (Reduced by 50% in FY21)
 - Based on prior years' spending
- 01-15101-534004 (Cell Phone)
 - Reduced by 13.6% (Reduced by 3.84% in FY21)
- 01-15101-542002 (Office Supplies)
 - Reduced by 25% (Reduced by 33.33% in FY21)
 - Based on prior years' spending and priority in expenses
- 01-15101-573001 (Dues/Memberships)
 - Reduced by 18% (Reduced by 20% in FY21)
 - This will cover bar dues for the Town Solicitor and Assistant Town Solicitor; membership in the Massachusetts Municipal Lawyers Association for the Town Solicitor and the Assistant Town Solicitor; 1 registration for the MMA; 1 registration for the Massachusetts Continuing Legal Education Annual Real Estate Conference; and 1 membership to the Real Estate Bar Association for Massachusetts.
- 01-15101-576002 (Court Judgments)
 - Reduced by 100%
 - Based on prior years' spending. Additionally, the previously funded amount (\$500) would not likely be sufficient to cover a judgment.
- 01-15101-576003 (Claim Settlements)

- Reduced by 80% (Reduced by 50% in FY21)
 - Based on prior years' spending
- 01-15101-578011 (Law Books/Research)
 - Reduced by 16.67% (Reduced by 14.28% in FY21)
 - Based on monthly legal research software (Westlaw) costs. YTD spending as of 4/30/21 in this line is \$2,270.55.