

REPORT OF THE IN-HOUSE TOWN COUNSEL

This year was a very active and successful year for the Town's In-House Counsel:

- (I) Advice & Legal Documents. I provided legal advice, legal support and legal opinions to the respective members of the Town Council and to other Town Officials, Department Heads and Boards relating to a wide variety of issues and subjects; I drafted numerous legal documents including those necessary for presentation before the Town Council, certain employment contracts, skating rink rental agreements and the acquisition/sale of property documents.
- (II) Administrative Agency Proceedings. I was involved in a number of administrative agency proceedings on behalf of the Town, including matters before the Massachusetts Civil Service Commission and the Norfolk County Retirement Board.
- (III) Court Appearances. I represented the Town in District Court along with the Massachusetts Attorney General's office and the Board of Health Director pertaining to the "Receivership Program" and matters regarding derelict and dilapidated buildings; I represented the Town in the Massachusetts Land Court pertaining to the proposed Transfer Station in a neighboring community.
- (IV) Labor Issues. I provided advice regarding the interpretation and application of collective bargaining agreements and the processing of union grievances. In addition I also provided assistance regarding certain personnel issues, non-union contracts, civil service and arbitration issues.
- (II) Projects. I assisted with various Town projects and issues, including but not limited to, business and real estate matters, non-accessory billboard signs, wireless cell towers, alcohol licensing, cable television licensing, the housing program, historic preservation, updating the Town's zoning bylaws and the underground utilities project; Assisted on certain Building Department, Zoning Board, Board of Health and Planning Board matters; Reviewed and provided a summarization of the Town Charter; Provided assistance and advice relative to the Town By-laws.
- (III) Real Property. I represented the Town in the acquisition of the Daly Property on Maple Street for open space purposes and the acquisition of a portion of the Fallon Property located at 967 North Main Street; In addition, I represented the Town in the sale of Town-owned land located at 48 Howard Street.

Respectfully submitted,

ROBERT F. SULLIVAN
In-House Town Counsel