



**Incorporated 1787**

**Legal Review Committee  
MINUTES  
September 12, 2012  
5:00 PM  
Town Hall Meeting Room**

**Committee Members Present:** Howard Aibel, Maryanne Bolella, Kevin Korsh, Teresa Rodriguez.

Meeting called to order at 5:00 PM.

**1) Review and Approval of Minutes of Legal Review Committee (“LRC” or the “Committee”) meeting of August 27, 2012**

On a motion of Mr. Korsh and seconded by Ms. Bolella, the minutes of the LRC meeting of August 27, 2012 were approved.

**2) Acting Secretary**

Jeff Eglash was unable to attend the meeting. In his absence, it was proposed and agreed that Mr. Korsh would serve as acting Secretary for the meeting.

**3) Interview – Tom Landry/Town Administrator**

The Committee met with Tom Landry, Town Administrator for Weston. There were questions regarding Mr. Landry’s role and background, the types of matters within his area of responsibility that involve the Town Attorney (including contract reviews and labor and employment matters), the scope of the Town’s insurance coverage, and his general assessment of the Town Attorney’s performance both from a qualitative and cost effectiveness perspective.

**4) Interview – Tracy Kulikowski/Land Use Director**

The Committee met with Tracy Kulikowski, Land Use Director for Weston. There were questions regarding Ms. Kulikowski’s role and background, the types of matters within her areas of responsibility that involve the Town Attorney (including zoning appeals initiated by owners and adjacent property owners and code enforcement actions initiated by the Town), and her general assessment of the Town Attorney’s performance both from a qualitative and cost effectiveness perspective.

**5) Interview – Patricia Sullivan/Town Attorney**

The Committee met with Patricia Sullivan, Town Attorney for Weston. There were questions regarding Ms. Sullivan's role and background, the fee arrangements used by different towns (e.g., retainer plus discount off standard hourly rates vs. retainer plus fixed blended hourly rate), her role in reviewing significant contracts, the role of Cohen & Wolf, and the management of labor, employment and land use matters.

**6) Other Business**

No other business came before the Committee.

Mr. Korsh moved to adjourn; all voted in favor. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Kevin Korsh, Acting Secretary