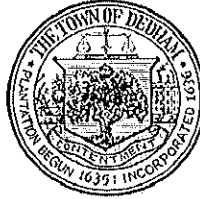


Dennis J. Teehan, Chairman
Dimitria Sullivan, Vice Chairman
James A. MacDonald
Sarah E. MacDonald
Kevin R. Coughlin

Leon I. Goodwin III
Town Manager

Nancy A. Baker
Assistant Town Manager



TOWN OF DEDHAM
Select Board

DEDHAM TOWN HALL
450 Washington Street
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DEDHAM, MA 02026

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freshideas@dedham-ma.gov

NOTICE OF VACANCY
POSTING DATE: February 23, 2021

VACANCY—Town Counsel

Pursuant to Section 3-1(h) of the Dedham Home Rule Charter, the Select Board calls the attention of all residents and others to the fact the following vacancy exists.

Town Counsel – One Vacancy – Appointed Annually

Qualifications for Town Counsel: Town Counsel shall have a minimum of five years experience as a city solicitor, Town counsel, or assistant Town counsel; in the case of a law firm being retained by the Town as a Town counsel, only those attorneys within the firm who have a minimum of five years experience as a city solicitor, Town counsel, assistant city solicitor, or assistant Town counsel shall represent the Town; Town Counsel shall have substantial experience in litigation before trial courts (both state and federal) and state administrative agencies and should have a demonstrated record of success in major municipal litigation; Town Counsel shall have a demonstrated ability to provide suitable back-up capacity during absence, illness or vacations; Town Counsel shall have expertise in a variety of municipal law specialty areas such as land use, environmental law, civil rights, contracts, and municipal finance law; Town Counsel shall not be eligible to participate in the Town's group insurance program nor shall Town Counsel be eligible for retirement or other benefits; Town Counsel shall be a member in good standing of the Massachusetts Bar.

Duties of Town Counsel: It shall be the duty of the Town Counsel to conduct the prosecution of, defense of, or compromise claims, actions and proceedings to which the Town is a party, and the prosecution of actions or proceedings by or on behalf of any Town Officer, Board or Committee as such; to conduct the defense of any action or proceedings brought against any Town Officer, Board or Committee as such when the Selectmen, having determined that any right or interests of the Town are or may be involved therein, shall so request; to conduct proceedings brought by or against the assessors before the Appellate Tax Board; to assist in the prosecution of complaints for violation of any by-law of the Town, when requested so to do by the Board or Officer enforcing the same, with the approval of the Select Board; to examine and report upon titles to all land to be acquired by the Town; to prepare or approve contracts, bonds, deeds and other legal instruments in which the Town is a party or in which any right or interest of the Town is involved; and generally to advise and act for the Town, Officers, Boards and Committees upon and in legal matters touching the duties of their respective offices.

For more information, contact Assistant Town Manager Nancy Baker at 781-751-9100.

How To Apply: If you desire to be considered for appointment for this position you must respond by **March 23, 2021**. Interested persons/firms shall file with the Select Board, his/her name and address, and a resume and/or statement which sets forth in clear and specific terms the qualifications they hold for the position.

Applications must be received by the close of business on March 23, 2021. Send to: Select Board, 450 Washington St., Dedham, MA 02026; or nbaker@dedham-ma.gov