

Law Department

Mission Statement

To provide effective and efficient legal advice and representation to all elected and appointed officials and to all City departments in order to enable the City government to operate at maximum potential with minimal risk.



Fiscal Year 2013 Accomplishments

Telecommunications - Finalized Comcast cable agreement for five years

Labor Law - Reduced grievances and litigation for all unions, established regular labor/mgmt meetings

Education Law - Continued regular meetings with education staff at Newton Public Schools

Municipal Law - Increased collections of municipal fees/fines by 20% over the previous year

Retirement - Continued to provide advice to retirement board on all aspects of c.32 and the Pension Reform Act

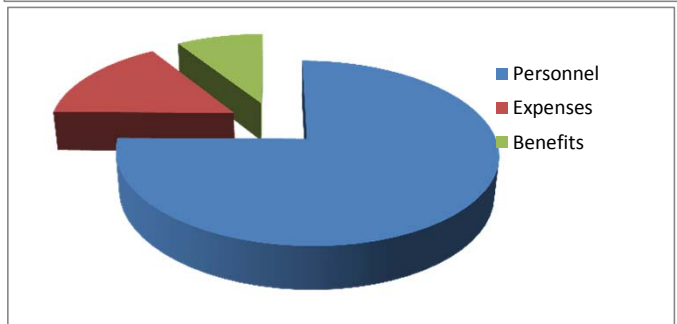
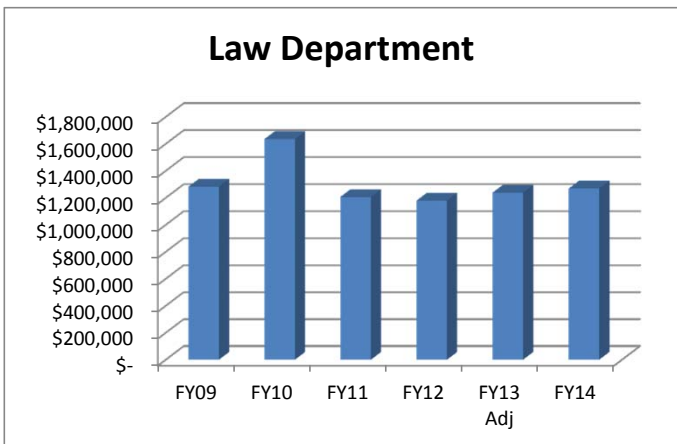
Fiscal Year 2014 Desired Outcomes

State and Municipal Law - Be prepared for new state law changes including Christian's Law and laws concerning Medical Marijuana dispensaries

Permitting & Licensing - Simplify both the City's permitting and licensing process

Fees and fines - Review the City's current fee and fine structure

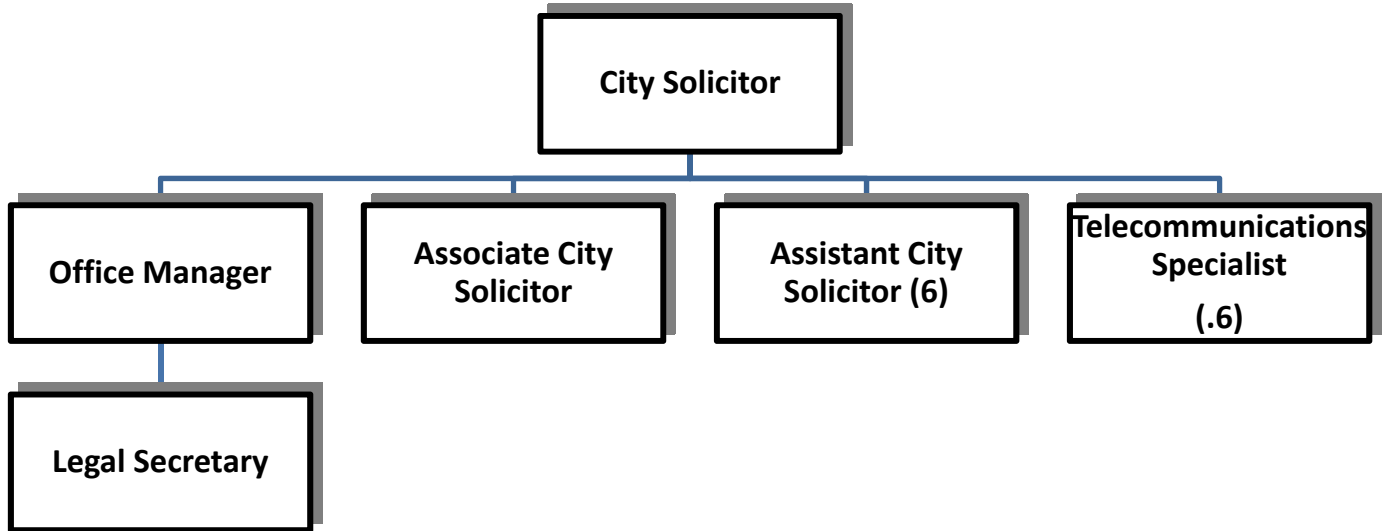
Labor Law - Continue to work with collective bargaining units through joint labor management meetings



Department Detail

	<-----Actual----->				<-Adj Budget->		<-Proposed->	
	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2014	
Expenditure by Core Function								
Personnel	\$ 796,299	\$ 883,256	\$ 823,884	\$ 884,404	\$ 922,865	\$ 953,781		
Expenses	\$ 390,255	\$ 648,347	\$ 292,124	\$ 188,131	\$ 201,970	\$ 201,160		
Benefits	\$ 97,376	\$ 104,428	\$ 91,803	\$ 106,994	\$ 114,308	\$ 114,025		
Total	\$ 1,283,930	\$ 1,636,031	\$ 1,207,811	\$ 1,179,529	\$ 1,239,143	\$ 1,268,966		
% Incr		27.42%	-26.17%	-2.34%	5.05%	2.41%		
Personnel								
Full-Time	9	10	10	10	10	10		
Part-Time	1	0	0	1	1	1		
Total	10	10	10	11	11	11		

LAW DEPARTMENT



FUND: 01 - GENERAL FUND
DEPARTMENT: 108 - CITY SOLICITOR

CITY OF NEWTON BUDGET
DEPARTMENT LEGAL LEVEL OF CONTROL

	ACTUAL 2011	ACTUAL 2012	AMENDED 2013	YTD 03/31/2013	RECOMMENDED 2014	CHANGE 2013 to 2014
DEPARTMENT SUMMARY						
51 - PERSONAL SERVICES	823,884	884,404	922,865	675,214	953,781	30,917
52 - EXPENSES	292,124	188,131	201,970	122,102	201,160	-810
57 - FRINGE BENEFITS	91,803	106,994	114,308	79,308	114,025	-283
TOTAL DEPARTMENT	1,207,812	1,179,530	1,239,143	876,623	1,268,967	29,824
LEGAL						
51 - PERSONAL SERVICES	823,884	884,404	922,865	675,214	953,781	30,917
52 - EXPENSES	131,391	88,131	101,970	80,557	101,160	-810
57 - FRINGE BENEFITS	91,803	106,994	114,308	79,308	114,025	-283
TOTAL LEGAL	1,047,079	1,079,530	1,139,143	835,078	1,168,967	29,824
LEGAL SETTLEMENTS						
52 - EXPENSES	160,733	100,000	100,000	41,546	100,000	0
TOTAL LEGAL SETTLEMENTS	160,733	100,000	100,000	41,546	100,000	0

FUND: 01 - GENERAL FUND
DEPARTMENT: 108 - CITY SOLICITOR

CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL

	ACTUAL FY2011	ACTUAL FY2012	AMENDED 2013	YTD 03/31/2013	RECOMMENDED 2014	CHANGE 2013 to 2014
108 - CITY SOLICITOR						
0110801 - LEGAL						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	799,467	827,176	872,552	637,604	902,016	29,464
511101 PART TIME < 20 HRS/WK	400	0	0	0	0	0
511102 PART TIME > 20 HRS/WK	0	44,603	46,613	33,910	48,065	1,453
514001 LONGEVITY	4,150	4,375	3,700	3,700	3,700	0
515002 SEVERANCE PAY	19,867	0	0	0	0	0
515005 BONUSES	0	8,250	0	0	0	0
TOTAL PERSONAL SERVICES	823,884	884,404	922,865	675,214	953,781	30,917
EXPENSES						
52401 OFFICE EQUIPMENT R-M	432	432	50	0	500	450
52410 SOFTWARE MAINTENANC	0	896	0	0	0	0
5274 RENTAL - EQUIPMENT	0	1,375	2,750	2,063	2,750	0
5301 CONSULTANTS	0	0	6,150	0	6,500	350
5309 LEGAL SERVICES	67,107	14,400	25,000	25,000	25,000	0
5314 REGIST/RECORDING FEES	1,445	243	4,000	1,447	3,500	-500
5315 COURT COSTS/WITNESS	3,263	2,306	3,850	4,126	3,000	-850
53401 TELEPHONE	732	712	800	466	800	0
5341 POSTAGE	2,439	2,901	2,900	1,907	2,500	-400
5342 PRINTING	9,429	13,913	5,600	5,382	10,000	4,400
5343 ADVERTISING/PUBLICATIO	688	0	0	0	0	0
5420 OFFICE SUPPLIES	4,363	4,887	4,700	4,327	4,500	-200
5592 BOOKS/MANUALS/PERIOD	34,683	40,620	39,000	31,015	35,000	-4,000
5710 VEHICLE USE REIMBURSE	1,259	1,608	1,975	1,190	2,000	25
5711 IN-STATE CONFERENCES	3,132	1,167	2,000	1,400	2,000	0
5730 DUES & SUBSCRIPTIONS	2,420	2,670	3,195	2,235	3,110	-85
TOTAL EXPENSES	131,391	88,131	101,970	80,557	101,160	-810
FRINGE BENEFITS						
57DENTAL DENTAL INSURANCE	817	1,760	2,280	1,346	1,917	-363
57HLTH HEALTH INSURANCE	80,585	93,984	99,917	69,532	99,595	-322
57LIFE BASIC LIFE INSURANCE	245	345	341	227	341	0
57MEDA MEDICARE PAYROLL TAX	10,156	10,906	11,771	8,203	12,173	402
TOTAL FRINGE BENEFITS	91,803	106,994	114,308	79,308	114,025	-283
TOTAL LEGAL	1,047,079	1,079,530	1,139,143	835,078	1,168,967	29,824
0110893 - LEGAL SETTLEMENTS						
EXPENSES						
5725 CLAIMS/SETTLEMENTS	160,733	100,000	100,000	41,546	100,000	0
TOTAL EXPENSES	160,733	100,000	100,000	41,546	100,000	0
TOTAL LEGAL SETTLEMENTS	160,733	100,000	100,000	41,546	100,000	0
TOTAL CITY SOLICITOR	1,207,812	1,179,530	1,239,143	876,623	1,268,967	29,824

FUND: 01 - GENERAL FUND
 DEPARTMENT: 108 - CITY SOLICITOR

**CITY OF NEWTON BUDGET
 PERSONAL SERVICES SUMMARY**

ACCOUNT	POSITION TITLE	2013			2014		
		RANGE	FTE	SALARY	RANGE	FTE	SALARY
511001	ASSOCIATE CITY SOLICITO	H12	1.0	110,013	H12	1.00	113,196
	ASST CITY SOLICITOR	H11	6.0	531,258	H11	6.00	550,848
	CITY SOLICITOR	H15	1.0	115,608	H15	1.00	118,953
	LEGAL SECRETARY II	H04	1.0	51,409	H04	1.00	52,896
	OFFICE MANAGER	H06	1.0	64,264	H06	1.00	66,122
	Account Totals:		10.0	872,552		10.00	902,016
511102	TELECOMMUNICATION SPECIA	H08	0.6	46,713	H08	0.60	48,065
	Account Totals:		0.6	46,713		0.60	48,065
	Report Totals:		10.6	919,265		10.60	950,081