



**WATERTOWN TOWN COUNCIL
WATERTOWN, CT**

SPECIAL MEETING

MINUTES

**THURSDAY, SEPTEMBER 10, 2026, 5:30 P.M.
TOWN COUNCIL CHAMBERS
61 ECHO LAKE RD.
WATERTOWN, CT 06795**

1. Call meeting to order.
Chairman Jonathan Ramsay called the meeting to order at 5:32 p.m.

2. Roll call.

PRESENT: Jonathan Ramsay, Chair
Mary Ann Rosa, Vice Chair
Dan Cocchiola (arrived 5:38)
Tom DeMatteis
Robert Desena
Carina Noyd
Robert Retallick
Rachael Ryan

ABSENT: Ken Demirs

OTHERS PRESENT: Mark A. Raimo, Town Manager

3. Interview firms responsive to the RFP for Town Attorney.

Each firm gave a background history and a series of questions were asked by council members, an hour was allocated for each firm.

a. Pilicy and Ryan:

Present: Attorney Franklin Pilicy and Attorney Kara Summa gave his background on Watertown cases handled and their outcome.

b. Carmody, Torrance, Sandak and Hennessey

Present: Attorney Stephanie Cummings and Honorable Salvatore Agati

c. Zabel Schellenberg

Present: Atty. Barbara Schellenberg, Attorney Brian McCann and Attorney Jeremy Gustafson

Questions asked to each firm:

1. Describe your experience across the range of legal matters with a municipality like Watertown? Relative to land use zoning contracts litigation etc., tell us definitely who would be handling Watertown's actions?
2. What response time standards would you commit for the town? Would the Town Manager, the council, and other officials get timely advice when the primary attorney being you, is not available? Would there be a deputy person attending council meetings or executive sessions or how would that be coordinated?
3. How do you view the Town Attorney's role in preventing legal problems rather than reacting to them?
4. Can you give any examples where you proactively suggest a change, if it's changing regulations, policies, whatever it might be to prevent something that you know might happen in the future?
5. Watertown operates a Water & Sewer Authority and periodically faces complex contractual regulatory financing and intermunicipal issues. Describe your experience with municipal water sewer matters and how you would handle anything in the future?

6. During advice given to town leadership would you have a record that council can review 0 years later, 5 years later so that we know what was talked about?
 7. Because your firm represent other municipalities and other entities how will you identify and manage potential conflicts involving Watertown? If a conflict prevented your firm from handling the significant matter, how would you help the town maintain continuity of representation?
 8. Land Use, would you have to step back from those clients if you were Town Attorney?
 9. Beyond your hourly rates and fee structure what practices would you use to control the town's legal expenses. How would you flag the matter being for costs anticipated and what billing detail periodically would the town receive?
 10. Municipal legal matters often span years and personal changes what systems and practices would your firm use to document legal advice, key decisions, open matters and historical context for Watertown? How would you give a clean handoff if the assigned attorney changes when the engagement ends while appropriately protecting privileged confidential material?
 11. Based on your review of Watertown's needs, what do you see as the most important responsibilities of the Town Attorney and how would your firm approach council, Town Manager, boards, commissions and departments?
4. Adjournment.

Motion: Robert Desena seconded by Dan Cocchiola: to adjourn the Special Meeting at 9:03 p.m.

Motion passed unanimously

Respectfully submitted,

Jonathan Ramsay, Chair
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Approved: _____
Susan King, Clerk