Town of Dundee

Town Hall

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MEMORANDUM

January 27, 2026

TO: Mayor and Commission
FROM: Ken Cassel, Town Manager
RE: Town Attorney Recommendation

As we discussed at past meetings, the position of Town Attorney was advertised for firms to submit a letter of interest by January 19, 2026. The Town received five such letters of interest. The firms ranged from single practitioners to firms with multiple attorneys. The firms that submitted were Vose Law Firm, Shepard Smith Hand & Brackins, Christman Law, Markeishia L Smith PA, and Sabatini Law Firm PA.

Lorraine, Erica and I have reviewed the submitted material individually and have met to discuss our observation and who would be the best firm for the Town. Prior to their submissions I did not know of any of the firms, nor have I worked with any of them. Based upon the information provided by the firms and the discussions with Lorraine and Erica and in accordance with section 3.11 of the Town Charter provided here for reference.

3.11. Town attorney.

There shall be a town attorney, appointed by the commission, after reviewing the recommendation of the town manager. The town attorney shall serve as legal advisor to the town commission and the town manager and shall perform any other duties prescribed by this Charter or as provided by ordinance and/or as directed by the town commission and/or town manager.

(Ord. No. 05-20, § 1, 2-22-05/4-5-05; Ord. No. 12-12, § 1, 2-14-12)

My recommendation is for the Commission to enter a contract with the Vose Law Firm LLP. I believe they are the best for the Town currently for the following reasons:

- They only do municipal law, therefore, there would be no potential conflicts with private business clients.
- They appear to be solution oriented and have a positive attitude of how we can vers a can't do.
- They have a team of seven attorneys that service fifteen clients throughout the state.
- Their clients are small to medium municipalities ranging from brand new to older established ones.
- In their practice their diversity of clients allows them to have gained wisdom and different ways to solve issues.
- Their primary office is in Winter Park
- They have a fixed flat fee structure that includes litigation.

Based upon the information submitted and the key points above I strongly believe the Vose Law Firm LLP is the best option for the town as we move forward to updating the land development codes and work through the comprehensive plan updates.