



NATALIE A. HUBLEY
PRESIDENT

COMMONWEALTH AUTOMOBILE REINSURERS

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RECORDS OF MEETING

LEGAL CONTRACT REVIEW COMMITTEE – MARCH 13, 2024

Members Present

Mr. John Olivieri, Jr. – Chair
Mr. Thomas DePaulo
Ms. Roberta Fitzpatrick
Mr. Thomas Harris

J.K. Olivieri Insurance Agency, Inc.
Cabot Risk Strategies, LLC
Arbella Insurance Group
Quincy Mutual Group

Substituted for:
N/A

Not in Attendance:
N/A

19.01 Records of Previous Meeting

The Committee voted with three in favor and one abstained to approve the Records of the Legal Contract Review Committee meeting of April 4, 2019. The Records have been distributed and are on file.

24.04 Legal Services Review

CAR entered a five-year renewal engagement for outside legal services with Torres, Scammon, Hincks & Day, LLP (TSH&D) effective July 1, 2019. CAR's Contracting Policy for professional services calls for a review of outside legal services every five years. The Committee convened to review the quality of legal services provided by TSH&D and their associated costs during the past five years to determine whether to propose a renewal term with the firm or conduct an RFP.

Ms. Natalie Hubley provided a brief history of CAR's eight-year relationship with the firm, noting that staff has developed a strong working relationship with the two primary firm partners who provide the predominance of legal services. She indicated that they are responsive to staff and are relied on for legal representation on a range of issues, including conflict resolution, but primarily associated with committee activity. The firm has performed a significant amount of work on commercial automobile market issues in recent years. Ms. Hubley noted that numerous members of CAR's management team have had significant interaction with the attorneys during the past eight years, which has fostered a depth of knowledge of the organization and its role which has served CAR well.

Mr. Timothy Costain offered his experience in dealing with the firm regarding Human Resource matters, noting that in addition to the two primary partners, other attorneys within the firm specializing in labor law have been available to offer expertise and guidance on such matters. He noted one instance wherein the firm reached out to another law firm on behalf of CAR to help with a matter involving immigration law at no additional cost to CAR.

Ms. Hubley advised that TSH&D had provided a renewal proposal of the current monthly retainer engagement and reviewed the cost projections, noting that TSH&D charges have consistently remained within the monthly retainer amount. She noted a recent moderation of the firm's activity level with CAR and cited remote advisory committee meetings that are timelier, as factors in the stable pricing reflected in the proposal.

The Committee discussed the costs proposed for the next five years, noting that they appear reasonable and acknowledged the uniqueness of CAR in the marketplace and the importance of TSH&D's depth of knowledge of CAR and its mission. The Committee agreed that the legal services as provided should remain intact and reached a consensus that renewal of the engagement is preferred over proceeding with an RFP.

Following discussion, **the Committee unanimously voted to recommend to the Governing Committee that the TSH&D engagement be renewed for a five-year term under a monthly retainer arrangement as proposed.**

Ms. Hubley advised that the TSH&D proposal letter will be provided to all Governing Committee members prior to its meeting on April 9, 2024.

TIMOTHY COSTAIN
Chief of Staff

Boston, Massachusetts
March 15, 2024

ATTACHMENT LISTING

Docket #LCRC24.02, Exhibit #1

Attendance Listing

**LEGAL CONTRACT REVIEW COMMITTEE MEETING
MEETING ATTENDEES
MARCH 13, 2024**

Individual's Name

Company / Agency

PLEASE PRINT

John Olivieri, Jr.	J.K. Olivieri Insurance Agency, Inc.
Thomas DePaulo	Cabot Risk Strategies, LLC
Roberta Fitzpatrick	Arbella Insurance Group
Thomas Harris	Quincy Mutual Group
Wendy Browne	CAR Staff
Timothy Costain	CAR Staff
Steven Gautieri	CAR Staff
Natalie Hubley	CAR Staff
Robin Tigges	CAR Staff