



Michael P. Bowler
Statewide Bar Counsel

Frances Mickelson-Dera
Christopher L. Slack
First Assistant Bar Counsel

Tel: (860) 568-5157

Fax: (860) 568-4953

STATEWIDE GRIEVANCE COMMITTEE

www.jud.ct.gov/sgc/
Second Floor - Suite Two
287 Main Street, East Hartford, Connecticut 06118-1885

11/08/2011

OFFICE OF CHIEF DISCIPLINARY C
100 WASHINGTON STREET
HARTFORD CT 06106

TERENCE S HAWKINS
TERENCE S. HAWKINS
27 ELM ST.
NEW HAVEN CT 06510

RE: GRIEVANCE COMPLAINT #11-0096
BOWLER vs. HAWKINS

Dear Respondent and Disciplinary Counsel:

Enclosed herewith is the decision of the reviewing committee of the Statewide Grievance Committee concerning the above referenced matter. In accordance with the Practice Book Sections 2-35, 2-36 and 2-38(a), the Respondent may, within thirty (30) days of the date of this notice, submit to the Statewide Grievance Committee a request for review of the decision.

A request for review must be sent to the Statewide Grievance Committee at the address listed above.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael P. Bowler".

Michael P. Bowler

Encl.

cc: Attorney Michael A. Georgetti
Attorney James F. Sullivan
Michael P. Bowler



STATE OF CONNECTICUT
JUDICIAL BRANCH

STATEWIDE GRIEVANCE COMMITTEE

Michael P. Bowler, *Statewide Bar Counsel*

287 Main Street
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Judicial Branch Website: www.jud.ct.gov

Attorney Suzanne B. Sutton
Assistant Disciplinary Counsel
Office of the Chief Disciplinary Counsel
100 Washington Street
Hartford, CT 06106

Attorney Terence S. Hawkins
27 Elm Street
New Haven, CT 06510

RE: Grievance Complaint #11-0096, Michael P. Bowler v. Terence S. Hawkins

Dear Assistant Disciplinary Counsel and Respondent:

Pursuant to Practice Book §2-82(b), the undersigned, duly-appointed reviewing committee of the Statewide Grievance Committee, has reviewed the *Proposed Disposition Pursuant to Practice Book §2-82(b)* (hereinafter "*Proposed Disposition*") filed September 14, 2011, and submitted for approval in the above referenced matter. After careful consideration of the *Proposed Disposition*, the *Affidavit* of the Respondent submitted pursuant to Practice Book §2-82(d) and the entire record, and after conducting a hearing pursuant to Practice Book §2-82(b) on September 14, 2011, the undersigned hereby APPROVE the *Proposed Disposition*, a copy of which is attached hereto together with the *Affidavit* of the Respondent. Accordingly, the disposition agreed to by the Assistant Disciplinary Counsel and the Respondent in the above referenced matter and set forth in the *Proposed Disposition* is hereby made an order of this reviewing committee. The Respondent is ordered to attend in-person at his own expense a continuing legal education ("CLE") course(s) in legal ethics and office management. The course must cover Connecticut law. The CLE course(s) is to consist of a minimum of four (4) credit hours, and is to be taken within eight (8) months of the issuance of this decision. The Respondent is further ordered to provide the Statewide Grievance Committee with written confirmation of his compliance with this condition within 30 days of completion of the CLE course(s). The written confirmation should be in the form of a certificate of attendance or similar documentation from the course provider.

Reviewing committee member Attorney Salvatore C. DePiano was not available for the September 14, 2011 hearing. Since both Disciplinary Counsel and the Respondent waived the participation of Attorney DePiano, this matter was considered and decided by the undersigned.

So ordered.

Grievance Complaint #11-0096

Decision

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cc: Attorney Michael P. Bowler
Attorney James Sullivan
Attorney Michael A. Georgetti

(4)

jf

DECISION DATE: 11-8-11

Grievance Complaint #11-0096

Decision

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Attorney Thomas F. Maxwell, Jr.

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Ms. Judith Freedman

STATEWIDE GRIEVANCE COMMITTEE

MICHAEL BOWLER
Complainant

GRIEVANCE COMPLAINT #
11-0096

v.

TERENCE HAWKINS
Respondent

PROPOSED DISPOSITION PURSUANT TO PRACTICE BOOK § 2-82(b)

Pursuant to Practice Book § 2-82(b), and Practice Book § 2-82(a)(2), the undersigned Respondent and Disciplinary Counsel stipulate and agree as follows:

1. Terence Hawkins (hereinafter Respondent), juris number 303467, was admitted to the bar of the State of Connecticut on December 6, 1985.
2. The Respondent has registered with the Statewide Grievance Committee. He was previously reprimanded on February 25 2005 for violation of Rule 1.2 (diligence) and was also ordered to attend CLE on May 16, 2003.
3. This matter was instituted by grievance complaint dated February 4, 2011.
4. On April 30, 2011, the New Haven Judicial Local Grievance Panel found probable cause that the Respondent violated Rules 1.15 (safekeeping of property) and 8.4 (misconduct) of the Rules of Professional Conduct and Practice Book §2-27.
5. The Respondent has tendered an affidavit pursuant to Practice Book § 2-82(d) attached hereto, and admits that his bookkeeping procedures have led to a violation of 1.15 of the Rules of Professional Conduct.
6. The Respondent has been cooperative with the Disciplinary Counsel and has made certain changes to his practice which he has agreed to maintain as part of this agreement as follows:
 - a. Respondent has hired a professional book keeper, who has substantial experience in trust accounts, to oversee his IOLTA account as well as his business operating account and payroll. The book keeper will install and instruct him on QuickBooks 2011 Professional program.

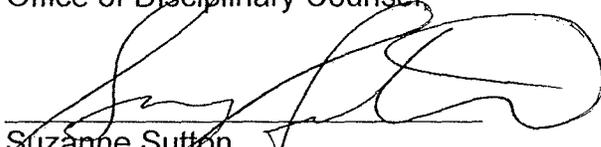
- b. All records will be written and computerized.
 - c. Respondent's IOLTA account will be separately tracked on monthly ledgers as well as kept on a computer program.
7. The Respondent and the Disciplinary Counsel agree that the Respondent will attend in-person and at his own expense continuing legal education ("CLE") course(s) in legal ethics and office management. The course must cover Connecticut law. The CLE course(s) is to consist of a minimum of 4 credit hours, and is to be taken within eight (8) months of the approval of this agreement. The Respondent will provide the Office of the Chief Disciplinary Counsel and the Statewide Grievance Committee with written confirmation of his compliance with this condition within 30 days of completion of the CLE course(s).
8. The Respondent understands that this is a disciplinary sanction and condition pursuant to Practice Book § 2-37(a).
9. The Respondent further understands that his failure to comply with all the terms of this condition will result in the filing of a presentment pursuant to Practice Book § 2-37(c).
10. The Respondent and the Disciplinary Counsel agree that the Disciplinary Counsel will recommend that the Statewide Grievance Committee impose the sanction set forth in this agreement. If this agreement is rejected by the Statewide Grievance Committee, the Disciplinary Counsel will pursue this matter at a contested hearing.

WHEREFORE, this matter is submitted to the Statewide Grievance Committee for its approval in accordance with Practice Book § 2-82(b).

Office of Disciplinary Counsel

9/14/11
Date

By:


Suzanne Sutton
Assistant Disciplinary Counsel

9/14/11
Date


Terence Hawkins
Respondent

STATEWIDE GRIEVANCE COMMITTEE

MICHAEL BOWLER
Complainant

GRIEVANCE COMPLAINT #
11-0096

v.

TERENCE HAWKINS
Respondent

AFFIDAVIT

I am over the age of 18 and believe in the obligation of an oath. Pursuant to Practice Book § 2-82(d), I make the following affidavit:

1. The Proposed Disposition attached hereto and made a part hereof is voluntarily submitted.
2. I hereby consent to the form of disposition set out in the foregoing Proposed Disposition.
3. I am aware that I have a right to a full evidentiary hearing on this matter with the assistance of an attorney and I waive that right by entering into this agreement.
4. I have been neither subject to coercion nor duress and I am fully aware of the consequences of this Affidavit and Proposed Disposition.
5. I am aware of the current proceeding regarding my alleged violation of Rule 1.15 of the Rules of Professional Conduct and Practice Book §§ 2-27.
6. I admit that my bookkeeping practices at the time lead to a violation of Rule 1.15 of the Rules of Professional Conduct.
7. I have instituted new office management policies and have made arrangements to learn a new accounting program in order to avoid any further issues as more fully outlined in the proposed disposition.

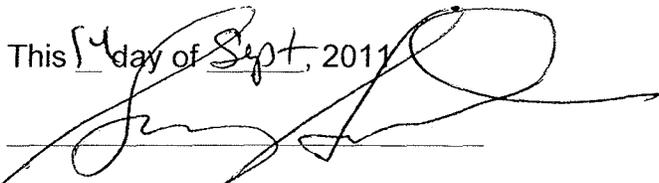
8. I agree to attend in-person and at my own expense a continuing legal education ("CLE") course(s) in Legal Ethics and Office Management. Online courses and materials only courses do not comply. The course must cover Connecticut law. The CLE course(s) is to consist of a minimum of 4 credit hours, and is to be taken within eight (8) months of the approval of this agreement. I understand and agree that it is my obligation to provide the Office of the Chief Disciplinary Counsel and the Statewide Grievance Committee with written confirmation of my compliance with this condition within 30 days of completion of the CLE course.
9. I understand that this is a disciplinary sanction and condition pursuant to Practice Book § 2-37(a).
10. The Respondent further understands that his failure to comply with all the terms of this condition will result in the filing of a presentment pursuant to Practice Book § 2-37(c).
11. The Respondent and the Disciplinary Counsel agree that the Disciplinary Counsel will recommend that the Statewide Grievance Committee impose the sanction set forth in this agreement. If this agreement is rejected by the Statewide Grievance Committee, the Disciplinary Counsel will pursue this matter at a contested hearing.


 Terence Hawkins

STATE OF CONNECTICUT)
 COUNTY OF Fairfield) ss. BdP

Subscribed and sworn to before me

This 14 day of Sept, 2011


 Notary Public/Commissioner of the Superior Court