

**TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET**

DEPT/AGENCY: **10108** **LEGAL DEPARTMENT**

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RTM APPROP.	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/21	2021/2022 DEPT/ AGENCY REQUEST	Department Request \$ Increase	Department Request % Increase
	SERVICES							
52030	PROFESSIONAL SERVICES	276,461	260,000			260,000	0	0.00%
52540	PROBATE COURT	30,895	33,000			33,000	0	0.00%
52560	MISC. CLAIMS		5,000			5,000	0	0.00%
	SUBTOTAL	307,356	298,000	0	0	298,000	0	0.00%
	DEPARTMENT TOTAL	307,356	298,000	0	0	298,000	0	0.00%



LEGAL

FISCAL YEAR 2022 BUDGET

Town of Waterford

BUDGET FUNCTION

The Town retains legal counsel to provide legal representation to our boards, commissions, and town departments. The Town Attorney represents the town in a variety of circumstances.

The below list is a sampling of the type of cases that may require legal counsel.

- Planning and Zoning Appeals
- Delinquent Tax Account Collections
- Assessment Appeals
- Claims and Lawsuits
- Contracts

**TOWN OF WATERFORD
LEGAL DEPARTMENT
2021-2022 PROPOSED BUDGET**

	2021-2022 PROJECTED	2020 ACUTAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	5 YEAR AVERAGE 2016- 2020
LINE ITEM							
52030 - PROFESSIONAL FEES							
LEGAL FEES	260,000.00	276,461	262,641.37	256,052	249,740	253,915	259,762
Professional fees covers the cost of the Town Attorney. The Town Attorney handles planning and zoning appeals, collection of delinquent tax accounts, and assessment appeals. Based on the 5 year average, the proposed budget for 2021-2022 will remain at \$260,000.							
52540 - PROBATE COURT							
PROBATE COURT	33,000.00	30,895	28,644.00	28,033	32,908	32,908	30,678
Waterford's share of the Probate Office's cost. Waterford shares a probate office with the City of New London and the cost is allocated based on the municipalities grand list. Allocation based on the municipalities grand lists was based on state statute 45-12, which has since been updated. In 1991, 45-12 was transferred to a 45a-8 and effective May 10, 2010, the statue was updated to allow Towns to allocate expenses by agreement. In the absence of an agreement, the grand lists are used to allocate expenses. The cost allocated to Waterford in 2020-2021 was 71.118%. Based on the 2019-2020 actual expense, the proposed budge for 2019-2020 will remain at \$33,000. Unless there is an agreement to change the allocation method, it is unlikely that the cost will decrease.							
52560 - MISCELLANEOUS CLAIMS							
MISCELLANEOUS CLAIMS	5,000	0	12,167.00	0	0	0	2,433
Account is used to account for miscellaneous claims and judgments as well non-reimbursable expenses associated with evictions. The proposed budge for 2021-2022 is \$5,000.							

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2020-2021 FISCAL YEAR TO DATE

[illegible]

[illegible]

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2019 -2020 FISCAL YEAR ACTUAL

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOE & SBC				\$765.00	\$527.00		\$4,403.00					\$432.00	\$6,127.00
BOS	\$1,357.50	\$613.00	\$1,193.50	\$985.50	\$5,013.00	\$0.00	\$3,132.00	\$1,947.50	\$1,674.00	\$374.00	\$2,601.00	\$8,891.00	\$27,782.00
Finance	\$766.50	\$1,899.30	\$1,168.30	\$799.00	\$0.00	\$0.00	\$952.00	\$952.00	\$510.00	\$187.00	\$816.00	\$646.00	\$8,696.10
Board of Finance			\$408.00	\$102.00			\$459.00	\$340.00	\$629.00		\$34.00	\$340.00	\$2,312.00
Bldg Code/Bldg Dept.	\$0.00	\$0.00	\$2,862.50	\$403.50	\$610.50	\$0.00		\$21.00		\$272.00			\$4,169.50
Health & Conservation													\$0.00
Fire Services	\$2,261.00	\$4,942.30	\$2,074.00	\$1,832.50	\$1,446.50	\$0.00	\$1,751.00	\$2,277.00	\$1,683.00	\$1,037.00	\$1,048.00	\$1,020.00	\$21,372.30
Planning & Zoning	\$1,335.50	\$1,396.00	\$4,425.82	\$3,280.55	\$912.50	\$0.00	\$2,425.50	\$2,204.50	\$2,257.00	\$85.00	\$4,278.00	\$3,109.50	\$25,709.87
Police & Emergency Mgmt	\$1,921.00	\$680.00	\$1,343.00	\$2,992.00	\$902.50	\$0.00	\$708.00	\$310.50	\$13,332.50	\$16,859.00	\$8,989.50	\$2,558.50	\$50,596.50
Public Works	\$2,176.00	\$748.00	\$482.38	\$1,003.00	\$2,212.50	\$0.00	\$884.00	\$2,057.00	\$2,465.00	\$1,445.00	\$782.00	\$1,973.50	\$16,228.38
R & P	\$323.00	\$714.00	\$102.00	\$119.00	\$0.00	\$0.00	\$136.00			\$221.00		\$1,649.00	\$3,264.00
RTM	\$85.00	\$918.00	\$1,564.00	\$1,411.00	\$701.50	\$0.00	\$625.50	\$1,547.00	\$314.00	\$3,025.00	\$4,012.00	\$688.00	\$14,891.00
Animal Control - Kennel Fees			(\$130.00)										(\$130.00)
Assessor	\$6,008.00	\$3,616.30	\$5,130.50	\$2,229.50	\$2,865.50	\$0.00	\$2,516.50	\$3,359.50	\$910.50	\$405.50	\$549.50	\$105.00	\$27,696.30
Tax Collector	\$3,785.50	\$7,970.60	\$2,208.00	\$4,349.30	\$0.00	\$0.00	\$3,228.50	\$8,132.00	\$1,500.50	\$546.00	\$1,445.50	\$2,340.00	\$35,505.90
Tax Collector Legal Fee Reimb	(\$2,320.00)	(\$4,963.38)	(\$2,673.78)	(\$6,261.71)	(\$9,150.50)	(\$1,787.30)	(\$450.80)	(\$3,355.20)	(\$1,881.30)	(\$1,132.00)	(\$745.50)	(\$726.52)	(\$35,447.99)
Tax Appeal	\$622.50	\$887.50		\$5,991.50	\$11,044.80								\$18,546.30
Town Clerk	\$153.00		\$834.50	\$170.00	\$221.00			\$238.00			\$68.00		\$1,684.50
WELSCO	\$986.00	\$102.00	\$51.00	\$221.00	\$102.00								\$1,462.00
Economic Development													\$0.00
Utility Commission	\$782.00	\$2,577.50	\$442.00	\$833.00	\$2,630.30		\$3,870.50	\$2,924.00		\$2,006.00	\$3,536.00	\$7,282.00	\$26,883.30
Utility Commission Legal Fee													
Reimb	(\$1,009.66)	(\$2,076.65)	(\$2,205.19)	(\$514.18)	(\$4,578.12)	(\$1,538.50)	(\$210.50)	(\$3,212.18)	(\$389.30)	(\$1,369.03)	(\$1,457.80)	(\$2,064.80)	(\$20,625.91)
Sr. & Youth Center			\$102.00				\$85.00					\$204.00	\$391.00
Registrars								\$68.00					\$68.00
Ethics							\$225.00			\$1,088.00			\$1,313.00
Conservation Commission							\$1,094.00	\$425.50					\$2,259.50
Shellfish Commission							\$1,037.00	\$595.00				\$102.00	\$1,734.00
Legal										\$5,865.50			\$5,865.50
Zoning Bd of Appeals		\$51.00	\$731.00	\$85.00									\$867.00
TOTAL	\$19,232.84	\$20,075.47	\$20,113.53	\$20,796.46	\$15,460.98	(\$3,325.80)	\$26,871.20	\$20,831.12	\$23,744.90	\$30,914.97	\$25,956.20	\$28,549.18	\$249,221.05

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2018 -2019 FISCAL YEAR ACTUAL

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOE & SBC					102.00								102.00
BOS	715.50	1,718.50	1,122.00	1,208.50	1,966.00	646.00	562.50	488.00	1,105.00	1,411.00	1,666.00	1,870.00	14,479.00
Selectmen	1,834.00	765.00	731.00	1,342.00	567.00	387.50	263.00	129.00	236.00	187.00	544.00	799.00	7,784.50
Finance	238.00	238.00	867.00	527.00	204.00	221.00	357.00		153.00	425.00	68.00	374.00	3,604.00
Board of Finance											51.00		119.00
Bldg Code/Bldg Dept.	55.50	309.00	852.00	1,793.50	84.00	1,018.00	850.00	1,258.00			951.00		7,171.00
Conservation Abatement Order	74.00	148.00	969.00					425.50	703.00	753.75	647.50	277.50	3,998.25
Fire Services	1,633.50	1,003.00	238.00	204.00	408.00	1,938.00	3,315.50	1,822.00	1,207.00	3,336.50	1,871.50	714.00	17,691.00
Planning & Zoning	2,149.00	3,396.00	1,804.00	3,245.50	987.00	1,018.42	3,500.01	1,733.87	3,774.40	4,535.00	867.00	1,687.00	28,697.20
Police & Emergency Mgmt	2,311.00	1,914.50	2,042.00	1,018.50	82.50	1,759.00	1,181.00	238.50	1,944.00	527.00	2,627.80	1,510.50	17,156.30
Public Works	4,027.00	1,310.50	884.00	1,548.50	572.57	2,676.00	1,105.00	5,849.00	1,309.00	510.00	2,312.00	1,241.00	23,344.57
R & P	204.00	136.00		102.00		170.00		561.00	102.00		68.00		1,343.00
RTM	1,740.00	1,360.00	556.00	1,688.50	1,564.00	1,006.00	935.00	510.00	1,258.00	595.00	561.00	102.00	11,875.50
Animal Control - Kennel Fees													0.00
Assessor	2,842.00	4,987.50	6,038.00	5,468.00	4,830.00	2,011.50	7,580.80	2,461.80	6,308.00	4,816.30	4,948.00	7,140.30	59,432.20
Tax Collector	6,794.00	23,646.28	5,453.50	5,213.73	7,592.00	8,406.16	9,006.79	8,401.84	11,800.16	4,340.50	8,016.06	8,976.50	107,647.52
Tax Collector Legal Fee Reimb	(1,842.20)	(3,374.71)	(7,957.62)	(3,215.74)	(1,085.00)	(3,470.31)	(5,162.85)	(6,050.96)	(3,930.44)	(9,778.67)	(18,325.58)	(4,686.39)	(68,880.47)
Town Clerk	102.00									85.00	102.00		289.00
Historic Comm.													0.00
Ethics													0.00
Economic Development													0.00
Utility Commission	1,837.50	2,173.00	2,754.00	3,122.50	3,068.50	1,003.00	1,824.50	799.00	1,853.00	51.00	833.00	646.00	19,965.00
Utility Commission Legal Fee Reimb													0.00
Sr. & Youth Center					476.00			221.00	726.30	341.50	154.50	510.00	2,429.30
Registrars													0.00
Shellfish Commission			408.00	1,814.50	624.00	255.00						255.00	3,356.50
Zoning Board of Appeals	425.00	561.00	51.00										1,037.00
Total	25,139.80	40,291.57	16,811.88	25,080.99	22,042.57	19,045.27	25,318.25	18,847.55	28,548.42	12,135.88	7,911.78	21,467.41	262,641.37