

TOWN OF WATERFORD
GENERAL FUND
2023 - 2024 PROPOSED BUDGET

DEPT/AGENCY:

10143

ETHICS COMMISSION

LINE ITEM	DESCRIPTION	2021/2022 ACTUAL EXPENDED	2022/2023 RTM APPROP.	2022/2023 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/23	2023/2024 DEPT/ AGENCY REQUEST	2023/2024 APPROVED BD/COMM.	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS									
51210	CLERICAL/TECHNICAL	145	600			600	600	0	0.00%
51920	F.I.C.A	11	50			50	50	0	0.00%
	SUBTOTAL	156	650	0	0	650	650	0	0.00%
SERVICES									
52020	POSTAGE		0			0	0	0	0.00%
52030	PROFESSIONAL FEES		150			200	200	50	0.00%
52070	REIMBURSABLE EXPENSE					0	0	0	0.00%
	SUBTOTAL	0	150	0	0	200	200	50	0.00%
MATERIALS & SUPPLIES									
53010	OFFICE SUPPLIES		50			50	50	0	0.00%
	SUBTOTAL	0	50	0	0	50	50	0	0.00%
DEPARTMENT TOTAL		156	850	0	0	900	900	50	5.88%

**TOWN OF WATERFORD
FY2024 BUDGET REQUEST
ETHICS COMMISSION (10143)**



BUDGET FUNCTION

.50.040 - Establishment of an *ethics* commission.

In accordance with the provision of Section 7-148h of the Connecticut General Statutes there is created an *ethics* commission. This commission is empowered to investigate or to cause to be investigated allegations levied against any town board, agency, commission, committee, official or employee of unethical conduct, corrupting influence, or illegal activities. Allegations of criminal misconduct or violations of the state penal code shall be referred to the police department or State's Attorney's office whenever such allegations come to the attention of the commission, whether upon receipt of a complaint or during the course of an investigation. Notwithstanding provisions herein to the contrary, established internal complaint procedures of any town board, agency, commission or committee, as such procedures may be amended, shall take precedence over the procedures established herein as to allegations levied against any town employee of such board or commission. Complaints which fall under the purview of an established complaint procedure of an agency shall be referred to that agency for disposition. The commission may issue subpoenas or subpoenas duces tecum, enforceable upon application to the superior court, to compel the attendance of persons at hearings and the production of books, documents, records and papers. The commission shall not initiate investigations on its own volition.

The financial needs of the commission shall be funded in the same manner as other Town funded boards and commissions. The commission shall receive no compensation for their services as such, but shall be reimbursed for their necessary expenses incurred in the performance of their duties.

Funding for the commission is comprised of clerical services (plus fringe benefits), operating services, and office supplies.

**TOWN OF WATERFORD
FY2024 BUDGET REQUEST
ETHICS COMMISSION (10143)**



BUDGET SUMMARY

The total budget request for FY23 is \$850. This request represents a \$200 increase (30.77%) over FY21. The primary increase is in professional services. The commission has an outstanding investigation that is projected to be settled during the fiscal year 2022 and funds will be required for professional services throughout the investigation.

10143-51210 Clerical and Technical (\$600)

The recording secretary attends regularly-scheduled and special meetings as necessary. She prepares agendas, takes minutes and maintains the commission's files. The position is paid hourly and is budgeted at .55 hours per week for 52.5 weeks.

10143-51920 FICA (\$50)

Employer's share of social security and Medicare taxes is paid at the mandated rate of 7.65% of gross wages.

10143-52030 PROFESSIONAL FEES (\$200)

Minor expenses associated with complaints requiring the issuance or filing of any legal actions, as described above; professional legal services beyond those provided by the Town Attorney or other unanticipated expenses associated with such complaints.

10143-51920 OFFICE SUPPLIES (\$50)

Supplies needed to service complaints or legal actions that may arise from complaints.

**TOWN OF WATERFORD
ETHIC COMMISSION
PERSONNEL WORKSHEET
2023-2024 FISCAL YEAR**

DATE OF HIRE	POSTION	HOURS WORKED/WEEK	HOURLY RATE	SALARY FY24	LONGEVITY	TOTAL	FRINGE (FICA)
8/20/2013	Recording Secretary	0.55	20.81	600.89		600.89	50:00

TOWN OF WATERFORD
ETHIC COMMISSION
SERVICES
2023-2024 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2021-2022 ACTUAL	2022-2023 BUDGET	2022-2023 TO DATE	2023-2024 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52010	ADVERTISING	145	600	0	600	0	0.00%
52030	PROFESSIONAL FEES	0	150	0	200	50	0.00%
53010	OFFICE SUPPLIES	0	50	0	50	0	0.00%

Funds are being requested for an outstanding investigation and possible claim.

ETHICS COMMISSION
Actual Expenditures

FY-2022 Month	Clerical & Technical	FICA	Postage	Professional Fees	Reimbursable Expenses	Office Supplies	Total Expended
Jul-21	\$114.51	\$8.76					\$123.27
Aug-21		\$2.32					\$2.32
Sep-21							\$0.00
Oct-21							\$0.00
Nov-21							\$0.00
Dec-21	\$30.31						\$30.31
Jan-22							\$0.00
Feb-22							\$0.00
Mar-22							\$0.00
Apr-22							\$0.00
May-22							\$0.00
Jun-22							\$0.00
	\$144.82	\$11.08	\$0.00	\$0.00	\$0.00	\$0.00	\$155.90

FY-2021 Month	Clerical & Technical	FICA	Postage	Professional Fees	Reimbursable Expenses	Office Supplies	Total Expended
Jul-20	\$67.60	\$5.17		\$4.55			\$77.32
Aug-20							\$0.00
Sep-20							\$0.00
Oct-20							\$0.00
Nov-20	\$68.71	\$5.26					\$73.97
Dec-20	\$62.46	\$4.78					\$67.24
Jan-21							\$0.00
Feb-21							\$0.00
Mar-21	\$78.08	\$5.97					\$84.05
Apr-21	\$50.21	\$3.85					\$54.06
May-21							\$0.00
Jun-21	\$68.71	\$5.26					\$73.97
	\$395.77	\$30.29	\$0.00	\$4.55	\$0.00	\$0.00	\$430.61