**TOWN OF WATERFORD**
**GENERAL FUND**
**2024 - 2025 PROPOSED BUDGET**

**DEPT/AGENCY: 10106 TAX COLLECTOR**

| LINE ITEM | DESCRIPTION | 2022/2023 ACTUAL EXPENDED | 2023/2024 RTM APPROP. | 2023/2024 ADDITIONAL/ TRANSFERS | ACTUAL EXPEND & ENCUMB AS OF 1/1/24 | 2024/2025 DEPT/ AGENCY REQUEST | 2024/2025 BD OF SELECTMEN APPROVED (1/31/24) | 2024/2025 BD OF FINANCE APPROVED (3/13/24) | BOF Approved $ Increase | BOF Approved % Increase |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | |
| PERSONNEL COSTS | | | | | | | | | | |
| 51010 | ELECTED OFFICIALS | 87,591 | 87,255 | | 42,421 | 89,684 | 89,684 | 89,684 | 2,429 | 2.78% |
| 51210 | CLERICAL/TECHNICAL | 83,974 | 85,437 | | 42,005 | 88,733 | 88,733 | 88,733 | 3,296 | 3.86% |
| 51920 | F.I.C.A | 12,409 | 13,211 | | 6,098 | 13,649 | 13,649 | 13,649 | 438 | 3.32% |
| | SUBTOTAL | 183,974 | 185,903 | 0 | 90,524 | 192,066 | 192,066 | 192,066 | 6,163 | 3.32% |
| | | | | | | | | | | |
| SERVICES | | | | | | | | | | |
| 52010 | ADVERTISING | 655 | 675 | | 218 | 655 | 655 | 655 | (20) | -2.96% |
| 52020 | POSTAGE | 7,826 | 7,500 | | 4,180 | 8,300 | 8,300 | 8,300 | 800 | 10.67% |
| 52030 | PROFESSIONAL FEES | 22,908 | 21,646 | | 12,127 | 27,919 | 27,919 | 27,919 | 6,273 | 28.98% |
| 52040 | SERVICE CONT. & REPAIR | 988 | 1,146 | | 479 | 1,156 | 1,156 | 1,156 | 10 | 0.87% |
| 52050 | DUES, CONF. & EDUCATION | 890 | 945 | | 450 | 1,875 | 1,875 | 1,875 | 930 | 98.41% |
| | SUBTOTAL | 33,267 | 31,912 | 0 | 17,454 | 39,905 | 39,905 | 39,905 | 7,993 | 25.05% |
| | | | | | | | | | | |
| MATERIALS & SUPPLIES | | | | | | | | | | |
| 53010 | OFFICE SUPPLIES | 181 | 50 | | 220 | 360 | 360 | 360 | 310 | 620.00% |
| | SUBTOTAL | 181 | 50 | 0 | 220 | 360 | 360 | 360 | 310 | 620.00% |
| | | | | | | | | | | |
| OFFICE EQUIPMENT | | | | | | | | | | |
| 54060 | OFFICE EQUIPMENT | 0 | 0 | | 2,329 | 0 | 0 | 0 | 0 | 0.00% |
| | SUBTOTAL | 0 | 0 | 0 | 2,329 | 0 | 0 | 0 | 0 | 0.00% |
| | | | | | | | | | | |
| | DEPARTMENT TOTAL | 217,422 | 217,865 | 0 | 110,527 | 232,331 | 232,331 | 232,331 | 14,466 | 6.64% |

# Tax Collector
# FISCAL YEAR 2025 BUDGET

## Town of Waterford

# BUDGET FUNCTION

Functional Description of the Duties of the Tax Office

The purpose of the Tax Office is to bill and collect municipal real estate, business personal property, and motor vehicle taxes; conform to all state statutes for collection and reporting, as well as to provide information regarding taxes to taxpayers and various agencies upon demand. The office is responsible for the accuracy and legality of all steps in the billing, adjustment, collection, deposit, and reporting process.

The Grand List 2022 levy totaled $95,949,759.99, a decrease of $572,916.98 or 0.006% compared to the GL 2021 levy. As of the end of FY 2023, the tax office had collected at the following rates:

| | |
|---|---|
| Real Estate: | 99.58% |
| Personal Property: | 99.90% |
| Motor Vehicle: | 97.23% |
| Motor Vehicle Supplemental: | 93.55% |
| Total Collection Rate: | 99.48% |

State statutes govern the tax collection process almost entirely. Tax bill preparation and delivery, the collection calendar, collection procedures, interest rates, fees, and collection tools specified in the statutes, such as:

12-130 Failure to send or receive bill: Failure to send out or receive any such bill or statement shall not invalidate the tax
12-146 No tax installment shall be construed to be delinquent...if…the envelope containing such tax…bears a postmark showing a date within the time allowed by statute..
12-146 If any tax due…is not paid in full…the whole or such part as is unpaid…shall be subject to interest from the due date of such delinquent installment.
There is no provision in the statutes for a tax collector to waive interest except for a taxpayer who has received compensation under Chapter 968 as a crime victim.

The majority of the required billing information comes from the Assessor's Office, often in conjunction with the Connecticut Department of Motor Vehicles. The daily work necessitates a close working relationship with those offices as well as the Town Clerk, Finance Department, Town Treasurer, and various other agencies. The 2022 levy generated 31,318 tax bills: 9,570 real estate, 1,297 personal property, and 20,451 motor vehicle bills.

# FY 2025 BUDGET SUMMARY

The Fiscal Year 2025 total budget request is $232,321, an increase of $14,462 (6.64%) from the prior year. Personnel cost increased $6,169 (3.32%) and Services increased $7,983 (25.02%) driven predominantly by a significant increase in Quality Data Service tax billing services.

**Personnel Cost:** **$192,066**

**This is an increase of $7,232 (3.91%)**

**LI 51010 Elected Officials: $89,684**

The salaries for elected officials are addressed by action of the RTM. At the 2/7/2022 meeting of the RTM, it was voted to increase the elected officials' salaries by the least of the following criteria:

1. Percentage increase of the CPI-U from July of the preceding fiscal year;
2. Half (50%) of the percentage increase approved for non-union management;
3. One point five percent (1.5%)

On 12/4/2023 the RTM voted the increases in related union and non-union salaries the set the new salaries for elected officials. This year's total included increases for last'year's and this year's budgets.

**LI 51210 Clerical/Technical:** **$88,733**

This is an increase of $3,296 (3.86%). The salary for the Tax Office's full-time Accounts Receivable Clerk is determined by a negotiated contract between the Town and Local 1303-037

The Town of Waterford has set the Seasonal Clerk wage scale at $16.00 as of 7/1/2023; the Connecticut minimum wage will be $15.69 effective 1/1/2024.

I have recalculated the necessary hours and days for our seasonal employee per the recommended budget amount from the Finance Department. This would limit the position to a maximum of 20 hours per week. I have also re-evaluated the need for a seasonal clerk for the January collection period based on office needs in January. I have since eliminated the request for a January seasonal employee for the third year in a row.

**LI 51920 FICA:** **$13,649**

This is an increase of $444 (3.36%). FICA is budgeted at 7.65% of all wages, including overtime. The increase is a function of the changes in salaries budgeted above in LI 51010 through 51810.

$39,905 $7,993



**Services: $39,895 an increase of ~~$7,983~~.**

**LI 52010 Advertising: $655**

State statute 12-145 requires publication of tax notices six times per year in a local newspaper: three times for each of the collection months. Rates are for publication in the Waterford Times. By keeping the ad to the smallest legal requirement, I was able to keep the cost per ad at a low price of $109.11.

| | | | |
|---|---|---|---|
| June-July | 3 ads x $109.11 = $327.33 | Dec-Jan | 3 ads x $109.11 = $327.33 |

**LI 52020 Postage: $8300**

Postage rates have gone from $0.55 (1/27/2019); $0.58 (8/29/2012); $0.60 (7/10/2022); $0.63 (1/22/2023); $0.66 (7/9/2023) and in January 2024 $0.68. Metered rates will be $0.64 from $0.63, an additional 1.6% increase.

| | | | |
|---|---|---|---|
| FY 2019 | $5,348 | FY 2022 | $6,662 |
| FY 2020 | $5,552 | FY 2023 | $6000 + ($1800 add approp) |
| FY 2021 | $4,874 | FY 2024 | July-Oct: $3975.18 |

| | | | |
|---|---|---|---|
| **July 2023** | **Metered Mail** | **$250.17** | |
| **Actual** | **Postage** | **$13.92** | |
| **Aug 2023** | **Metered Mail** | **$2,107.20** | DQ Statements |
| **Actual** | **Postage** | **$74.88** | |
| **Sept 2023** | **Metered Mail** | **$1,443.90** | Demands |
| **Actual** | **Postage** | **$31.98** | PP Lien Notice |
| **Oct 2023** | **Metered Mail** | **$50.01** | |
| **Actual** | **Postage** | **$3.12** | |
| Nov 2022 | Metered Mail | $189.72 | |
| | Postage | $3.50 | |
| Dec 2022 | Metered Mail | $828.45 | |
| | Postage | $16.80 | |
| Jan 2023 | Metered Mail | $839.74 | Postcards |
| | Postage | $14.08 | |
| Feb 2023 | Metered Mail | $622.68 | DQ Statements |
| | Postage | $22.12 | |
| Mar 2023 | Metered Mail | $528.84 | Demands |
| | Postage | $16.28 | |
| Apr 2023 | Metered Mail | $45.84 | Lien Notices |
| | Postage | $2.96 | |
| May 2023 | Metered Mail | $590.04 | |
| | Postage | $29.60 | |
| June 2023 | Metered Mail | $527.64 | DQ Statements |
| | Postage | $5.18 | |
| | | **$8,258.65** | |

**LI 52030 Professional Fees:** ***$27,919***

This is an increase of $6,273 completely comprised of the increase in the Quality Data Service budget.

I have included a year-to-year cost comparison and billing comparison for the Quality Data Services expenses in the backup.

**Quality Data Service – All Billing Services** **$27,143.24**
Last year $20,870.36

This is an increase of $6,272.88 (30.06%) comprised of an increased estimate of motor vehicle tax bills and an increase in postage costs.

This year, $12,186.60 of software support moved to IT budget.

| | | |
|---|---|---|
| **Invoice Cloud Credit Card Processor** | | **$480** |
| PCI compliance for 1 credit card readers $15 per machine per month | $180 | |
| Cloud Access Fee $25 per month | $300 | |
| **DMV – Access DMV database for current address and registration information** | | **$250** |
| **New Employee Background Check** | | **$45** |

**LI 52040 Service Contracts and Repairs: $1156**

This is for the lease payments on the Ricoh copier and copy fees based on usage.

| | | |
|---|---|---|
| **Copier/Printer Lease** | | ~~**$1038**~~ $1047 |
| Ricoh copier lease: $77.23 per month | $926.76 | |
| Copy fees: $0.007 per copy | $120.00 | |

2021: $ 66.09
2022: $ 146.85
2023: $ 127.19

3 Year Average: $113.38

| | |
|---|---|
| **Printer Service Contract for Desktop Office Printers** | |
| 2 HP Desktop printers supplies & repairs | **$109** |

## LI 52050 Dues, Conferences and Education: $1875

This amount covers state and local membership dues and state/regional association meetings.

**Dues:**

| | |
|---|---|
| **Connecticut Tax Collectors' Association (CTx)** | $ 75 |
| **New London County Tax Collectors' Ass'n** | $ 20 |
| **Northeast Regional Tax Collectors & Treasurers Ass'n** | $ 30 |

**Conferences:**

| | |
|---|---|
| **Connecticut Tax Collectors' Association (CTx)** | $ 750 |
| **Northeast Regional Tax Collectors & Treasurers Ass'n** | $ 900 |
| **CTx Spring Meeting** | $ 50 |
| **CTx Fall Meeting** | $ 50 |

## LI 53010 Supplies: $360

There is need for #9 blue return envelopes used for return payments and forms. Supplies that are specific to departments are now in each department's budget in addition to some supplies that are no longer in the Finance Department perview.

| | |
|---|---|
| Return Envelopes Price is $24.40 per box of 500 | $ 50 |
| Receipt Paper for Validator (83 @ $1.65) | $140 |
| Validator Ribbons (17 @ $6.89) | $120 |
| Miscellaneous Non-Finance Supplies<br>Rubber Bands, Red Pens, Calendars, colored Sharpies,<br>Pencils, Colored highlighters, Address Labels etc. | $ 50 |

| *Supplies History* | *Receipt Paper* | *Validator Ribbons* |
|---|---|---|
| Fy 2018 | 100 | 12 |
| FY 2019 | 80 | 18 |
| FY 2020 | 90 | 18 |
| FY 2021 | 70 | 18 |
| FY 2022 | 80 | 16 |
| FY 2023 | 80 | 20 |
| 6 Yr Average | 83 | 17 |
| Most Recent Costs | $1.65 | $6.89 |

## LI 54060 Office Equipment: $0

TOWN OF WATERFORD
GENERAL FUND
Revised 2024-2025 PROPOSED BUDGET

DEPT/AGENCY: 10106 TAX COLLECTOR

| | | COLUMN 1 | COLUMN 2 | COLUMN 3 | COLUMN 4 | COLUMN 5 | COLUMN 6 | | |
|---|---|---|---|---|---|---|---|---|---|
| LINE ITEM | DESCRIPTION | 2022/2023 ACTUAL EXPENDED | 2023/2024 RTM APPROP. | 2023/2024 ADD'L/ TRANSFERS | ACTUAL EXPEND & ENCUMB AS OF 1/1/24 | 2024/2025 DEPT/ AGENCY REQUEST | 2024/2025 APPROVED BD/COMM. | Department Request $ Increase | Department Request % Increaxe |
| | | | | | | | | | |
| PERSONNEL COSTS | | | | | | | | | |
| 51010 | ELECTED OFFICIALS | 86,286 | 87,255 | | | 89,684 | | 2,429 | 2.78% |
| 51210 | CLERICAL/TECHNICAL | 80,820 | 85,437 | | | 88,733 | | 3,296 | 3.86% |
| 51810 | OVERTIME | 0 | 0 | | | 0 | | 0 | |
| 51920 | F.I.C.A | 12,784 | 13,205 | | | 13,649 | | 444 | 3.36% |
| | SUBTOTAL | 179,890 | 185,897 | 0 | 0 | 192,066 | 0 | 6,169 | 3.32% |
| | | | | | | | | | |
| SERVICES | | | | | | | | | |
| 52010 | ADVERTISING | 675 | 675 | | | 655 | | (20) | -2.96% |
| 52020 | POSTAGE | 6,000 | 7,500 | | | 8,300 | | 800 | 10.67% |
| 52030 | PROFESSIONAL FEES | 21,399 | 21,646 | | | 27,919 | | 6,273 | 28.98% |
| 52040 | SERVICE CONT. & REPAIR | 1,000 | 1,146 | | | 1,146 | | 0 | 0.00% |
| 52050 | DUES, CONF. & EDUCATION | 895 | 945 | | | 1,875 | | 930 | 98.41% |
| | SUBTOTAL | 29,969 | 31,912 | 0 | 0 | 39,895 | 0 | 7,983 | 25.02% |
| | | | | | | | | | |
| MATERIALS & SUPPLIES | | | | | | | | | |
| 53010 | OFFICE SUPPLIES | 280 | 50 | | | 360 | | 310 | 620.00% |
| | SUBTOTAL | 280 | 50 | 0 | 0 | 360 | 0 | 310 | 620.00% |
| | | | | | | | | | |
| OFFICE EQUIPMENT | | | | | | | | | |
| 54060 | OFFICE EQUIPMENT | 0 | 0 | | | 0 | | 0 | 0.00% |
| | SUBTOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| | | | | | | | | | |
| | DEPARTMENT TOTAL | 210,139 | 217,859 | 0 | 0 | 232,321 | 0 | 14,462 | 6.64% |

| COLUMN 7 | COLUMN 8 | COLUMN 9 | COLUMN 10 | COLUMN 11 |
|---|---|---|---|---|
| 2024/2025 RECOMMENDED BD OF SELECTMEN | 2024/2025 BOARD OF FINANCE REDUCTIONS | 2024/2025 RECOMMENDED BD OF FINANCE | 2024/2025 RTM CUTS | 2024/2025 RTM APPROVED |
| | | | | |
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| 0 | 0 | 0 | 0 | 0 |
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| | | | | |
| 0 | 0 | 0 | 0 | 0 |
| | | | | |
| 0 | 0 | 0 | 0 | 0 |

TOWN OF WATERFORD
PERSONNEL WORKSHEET - 06 TAX COLLECTOR
2024-2025 FISCAL YEAR

LINE 51920

| DATE OF HIRE | EMPLOYEE | HOURS WORKED/ WEEK | HOURLY RATE FY25 | SALARY 2023/2024 | SALARY 2024/2025 | LONGEVITY FY25 | TOTAL EMPLOYEE SALARY | PAYROLL TAXES (F.IC.A) |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |
| **51010 - ELECTED OFFICIAL** | | | | | | | | |
| 1/12/2015 | TAX COLLECTOR | 40 | N/A | 88,236.72 | 89,683.25 | N/A | 89,683.25 | 6,860.77 |
| | **TOTALS** | | | **88,236.72** | **89,683.25** | **0.00** | **89,683.25** | **6,860.77** |
| | | | | | | | | |
| **51210 - CLERICAL/TECHNICAL** | | | | | | | | |
| 03/30/2009 | ACCOUNTS RECEIVABLE CLERK | 35 | $ 31.9921 | 55,285.05 | 58,449.57 | $ 350.00 | 58,799.57 | 4,498.17 |
| 03/09/2015 | ACCOUNTS RECEIVABLE CLERK | 19 | $ 28.5172 | 27,488.44 | 28,283.40 | N/A | 28,283.40 | 2,163.68 |
| 07/01/2022 | SEASONAL CLERICAL | *LUMP 100 | $ 16.0000 | 1,600.00 | 1,650.00 | N/A | 1,650.00 | 126.23 |
| | **TOTALS** | | | **84,373.49** | **88,382.97** | **350.00** | **88,732.97** | **6,788.07** |
| | | | | | | | | |
| **51810 - OVERTIME** | | | | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** |
| **51910 - FRINGE/F.I.C.A.** | | | | | | | | |
| **TOTALS** | | | | **172,610.21** | **178,066.22** | **350.00** | **178,416.22** | **13,648.84** |
| **BUDGET TOTAL W/F.I.C.A** | | | | | | | **192,065.06** | |

| **WORKDAYS 2024/2025** | **WEEKS TO BUDGET** |
|---|---|
| **261** | **52.2** |

| Line Item | Description | | | | | | |
|---|---|---|---|---|---|---|---|
| | | **2021-2022** | **2022-2023** | **2023-2024** | **2024-2025** | **2025-26** | **2026-27** |
| 51010 | ELECTED OFFICIALS | 86,286 | 86,286 | 87,255 | 89,684 | | |
| 51210 | CLERICAL/TECHNICAL | 82,334 | 80,820 | 85,437 | 88,733 | | |
| 51810 | OVERTIME | 0 | 0 | 0 | 0 | | |
| 51920 | F.I.C.A. | 12,900 | 12,784 | 13,211 | 13,649 | | |
| | **SUBTOTAL** | **181,520** | **179,890** | **185,903** | **192,066** | | |
| | | | | | | | |
| **SERVICES** | | | | | | | |
| 52010 | ADVERTISING | 700 | 675 | 675 | 655 | | |
| 52020 | POSTAGE | 6,000 | 6,000 | 7,500 | 8,300 | | |
| 52030 | PROFESSIONAL FEES | 22,214 | 21,399 | 22,270 | 27,919 | | |
| 52040 | SERVICE CONT. & REPAIR | 1,178 | 1,000 | 1,146 | 1,146 | | |
| 52050 | DUES, CONF. & EDUCATION | 195 | 895 | 945 | 1,875 | | |
| | **SUBTOTAL** | **30,287** | **29,969** | **32,536** | **39,895** | | |
| | | | | | | | |
| **MATERIALS & SUPPLIES** | | | | | | | |
| 53010 | OFFICE SUPPLIES | 100 | 280 | 50 | 360 | | |
| | **SUBTOTAL** | **100** | **280** | **50** | **360** | | |
| | | | | | | | |
| **OFFICE EQUIPMENT** | | | | | | | |
| 54060 | OFFICE EQUIPMENT | 0 | 0 | 0 | 0 | | |
| | **SUBTOTAL** | **0** | **0** | **0** | **0** | | |
| | | | | | | | |
| | **DEPARTMENT TOTAL** | **211,907** | **210,139** | **218,489** | **232,321** | | |

| Line Item | Description | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 51010 | ELECTED OFFICIALS | 68,339 | 70,877 | 72,501 | 75,040 | 76,835 | 77,757 | 79,382 | 79,382 | 80,109 | 81,711 | 83,754 | 85,262 |
| 51210 | CLERICAL/TECHNICAL | 81,301 | 81,044 | 65,041 | 65,317 | 67,340 | 68,929 | 70,287 | 72,959 | 73,107 | 73,373 | 78,192 | 77,769 |
| 51810 | OVERTIME | 1,417 | 900 | 897 | 789 | 821 | 816 | 949 | 798 | 399 | 280 | 297 | 0 |
| 51920 | F.I.C.A. | 11,557 | 11,691 | 10,591 | 10,799 | 11,093 | 11,286 | 11,523 | 11,715 | 11,752 | 11,885 | 12,412 | 12,478 |
| | **SUBTOTAL** | **162,614** | **164,512** | **149,030** | **151,945** | **156,089** | **158,788** | **162,141** | **164,854** | **165,367** | **167,249** | **174,655** | **175,509** |
| | | | | | | | | | | | | | |
| **SERVICES** | | | | | | | | | | | | | |
| 52010 | ADVERTISING | 970 | 1,200 | 1,252 | 1,056 | 1,086 | 1,050 | 1,176 | 1,146 | 1,101 | 1,101 | 1,128 | 700 |
| 52020 | POSTAGE | 5,910 | 6,063 | 5,637 | 5,791 | 5,949 | 6,334 | 6,028 | 6,100 | 5,500 | 5,500 | 5,500 | 6,000 |
| 52030 | PROFESSIONAL FEES | 18,100 | 20,700 | 23,175 | 23,833 | 18,304 | 19,286 | 13,835 | 28,688 | 30,058 | 30,290 | 20,764 | 21,832 |
| 52040 | SERVICE CONT. & REPAIR | 9,205 | 9,580 | 10,395 | 10,587 | 10,787 | 13,273 | 15,193 | 1,434 | 1,385 | 1,365 | 1,365 | 1,350 |
| 52050 | DUES, CONF. & EDUCATION | 326 | 171 | 326 | 326 | 326 | 326 | 726 | 726 | 775 | 415 | 675 | 685 |
| | **SUBTOTAL** | **34,511** | **37,714** | **40,785** | **41,593** | **36,452** | **40,269** | **36,958** | **38,094** | **38,819** | **38,671** | **29,432** | **30,567** |
| | | | | | | | | | | | | | |
| **MATERIALS & SUPPLIES** | | | | | | | | | | | | | |
| 53010 | OFFICE SUPPLIES | 720 | 480 | 860 | 1,065 | 1,028 | 320 | 613 | 80 | 50 | 30 | 30 | 30 |
| | **SUBTOTAL** | **720** | **480** | **860** | **1,065** | **1,028** | **320** | **613** | **80** | **50** | **30** | **30** | **30** |
| | | | | | | | | | | | | | |
| **OFFICE EQUIPMENT** | | | | | | | | | | | | | |
| 54060 | OFFICE EQUIPMENT | 0 | 1,200 | 0 | 0 | 400 | 410 | 200 | 200 | 0 | 1900 | 100 | 50 |
| | **SUBTOTAL** | **0** | **1,200** | **0** | **0** | **400** | **410** | **200** | **200** | **0** | **1900** | **100** | **50** |
| | | | | | | | | | | | | | |
| | **DEPARTMENT TOTAL** | **197,845** | **203,906** | **190,675** | **194,603** | **193,969** | **199,787** | **199,912** | **203,228** | **204,236** | **207,850** | **204,217** | **206,156** |

| Line Item | Description | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 1999-2000 | 2000-2001 | 2001-02 | 2002-03 | 2003-04 | 2004-05 | 2005-06 | 2006-07 | 2007-08 | 2008-09 |
| 51010 | ELECTED OFFICIALS | 51,844 | 52,736 | 54,516 | 56,362 | 57,452 | 60,056 | 60,486 | 63,436 | 64,416 | 67,310 |
| 51210 | CLERICAL/TECHNICAL | 105,335 | 107,010 | 119,258 | 123,145 | 124,285 | 93,749 | 96,657 | 92,050 | 81,129 | 86,782 |
| 51810 | OVERTIME | 652 | 600 | 627 | 680 | 680 | 720 | 618 | 607 | 2,240 | 1,500 |
| 51920 | F.I.C.A. | 28,659 | 31,374 | 31,537 | 36,859 | 0 | 0 | | | | |
| | **SUBTOTAL** | 12,075 | 12,343 | 13,419 | 13,784 | 13,955 | 11,821 | 12,069 | 11,941 | 11,306 | 11,903 |
| | | **198,565** | **204,063** | **219,357** | **230,830** | **196,372** | **166,346** | **169,830** | **168,034** | **159,091** | **167,495** |
| **SERVICES** | | | | | | | | | | | |
| 52010 | ADVERTISING | | | | | | | | | | |
| 52020 | POSTAGE | 713 | 830 | 857 | 420 | 378 | 435 | 435 | 882 | 940 | 928 |
| 52030 | PROFESSIONAL FEES | 9,447 | 9,331 | 10,196 | 12,281 | 11,636 | 5,616 | 5,842 | 6,430 | 6,993 | 5,958 |
| 52040 | SERVICE CONT. & REPAIR | 800 | 1,050 | 1,200 | 1,350 | 1,550 | 15,420 | 16,870 | 15,713 | 18,078 | 18,400 |
| 52050 | DUES, CONF. & EDUCATION | 4,293 | 7,061 | 7,213 | 7,418 | 7,868 | 8,520 | 8,920 | 8,576 | 8,880 | 8,525 |
| | **SUBTOTAL** | 622 | 749 | 723 | 708 | 900 | 900 | 1,000 | 485 | 335 | 301 |
| | | 38 | 50 | 50 | 50 | 50 | 50 | 50 | 776 | 146 | 146 |
| **MATERIALS & SUPPLIES** | | **15,913** | **19,071** | **20,239** | **22,227** | **22,382** | **30,941** | **33,117** | **32,862** | **35,372** | **34,258** |
| 53010 | OFFICE SUPPLIES | | | | | | | | | | |
| | **SUBTOTAL** | | | | | | | | | | |
| | | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 1,000 | 1,100 | 750 |
| **OFFICE EQUIPMENT** | | **7** | **0** | **0** | **0** | **0** | **0** | **0** | **1,000** | **1,100** | **750** |
| 54060 | OFFICE EQUIPMENT | | | | | | | | | | |
| | **SUBTOTAL** | | | | | | | | | | |
| | | 315 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,113 | 0 |
| | **DEPARTMENT TOTAL** | **315** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **1,113** | **0** |
| | | | | | | | | | | | |
| | **DEPARTMENT TOTAL** | **214,800** | **223,134** | **239,596** | **253,057** | **218,754** | **197,287** | **202,947** | **201,896** | **196,676** | **202,503** |

TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
2024-2025 FISCAL YEAR

All revenues from each department must be listed in the following categories. If you find that this list is inadequate, please identify your specific type of revenue and list in the space below.

DEPARTMENT: TAX COLLECTOR

| LINE ITEM | 2021-2022 ACTUAL | 2022-2023 ACTUAL | 2023-2024 YTD | 2024-2025 PROPOSED | VARIANCE |
|---|---|---|---|---|---|
| | | | THRU 11/30 | 2 Year Average | |
| Beach Admission Fees | | | | Except for Current | |
| Benefit Assessments | | | | Year Taxes, | |
| Bulky Waste Fees | | | | This equals Budget | |
| Conveyance Tax | | | | requirement | |
| Copy Fees | | | | | 0 |
| Fines/Penalties | | | | | 0 |
| Hazardous Household Waste | | | | | 0 |
| Inspection Fees | | | | | 0 |
| Interest | 235,075 | 528,233 | 145,715 | 381,654 | 0 |
| Lien Fees | 3,072 | 3,889 | 1,536 | 3,481 | 0 |
| Inter-Municipal Revenues | | | | | 0 |
| Investment Interest | | | | | 0 |
| Permitting/Licensing Fees | | | | | 0 |
| Program/Registration Fees | | | | | 0 |
| Recording Fees | | | | | 0 |
| Rentals | | | | | 0 |
| Sale of Equipment/Vehicles | | | | | 0 |
| Sale of Recyclables | | | | | 0 |
| State Operational Grants | | | | | 0 |
| Tax Collections-Current Year | 93,528,076 | 96,544,226 | 72,080,975 | 95,263,203 | 0 |
| Tax Collections - Prior Year | 373,349 | 600,349 | 275,529 | 486,849 | 0 |
| Versa Kart/Blue Box Purchases | | | | | 0 |
| Miscellaneous | | | | | 0 |
| Accurint (Personal Search) | | | | | 0 |
| NSF | 1,725 | 1,300 | 1,466 | 1,513 | |
| UCC Lien Fee | 1,650 | 1,652 | 680 | 1,651 | |
| Motor Vehicle Fees | 21,437 | 21,711 | 14,676 | 21,574 | |
| Warrant Fees | | | | | |
| East Lyme Animal Control Fee | | | | | 0 |
| Eugene O'Neill Gate Receipts | | | | | 0 |
| Alarm Monitoring | | | | | 0 |
| Alarm Penalties | | | | | 0 |
| Enhanced E 9-1-1 | | | | | 0 |
| Regional Communications Fees | | | | | 0 |
| | | | | | 0 |
| | | | | | 0 |
| | | | | | 0 |
| | | | | | 0 |
| **TOTALS** | **94,164,384** | **97,701,360** | **72,520,577** | **96,159,924** | **0** |

# Collection Statistics

| FY | | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| July | Real Estate | 60.50% | 59.20% | 54.80% | 55.84% | 53.39% | 57.62% | 52.20% | 59.27% | 49.41% | 61.16% |
| | Personal Prop | 98.90% | 97.80% | 96.60% | 97.24% | 88.36% | 87.58% | 85.01% | 85.51% | 86.37% | 86.76% |
| | Motor Vehicle | 80.10% | 72.70% | 66.60% | 69.24% | 66.86% | 66.19% | 48.76% | 66.64% | 68.24% | 65.20% |
| | MV Supp | | | | | | | Covid | | | |
| | Total | 70.80% | 68.90% | 65.40% | 66.62% | 62.73% | 65.48% | 60.42% | 66.47% | 60.39% | 67.28% |
| | | | | | | | | | | | |
| August | Real Estate | 61.50% | 61.70% | 61.70% | 61.81% | 61.72% | 61.64% | 56.66% | 62.59% | 62.39% | 65.11% |
| | Personal Prop | 99.30% | 99.20% | 99.20% | 99.34% | 99.51% | 99.61% | 96.35% | 99.72% | 99.24% | 99.63% |
| | Motor Vehicle | 86.50% | 86.80% | 87.00% | 89.29% | 90.07% | 88.97% | 65.24% | 90.41% | 88.23% | 88.50% |
| | MV Supp | | | | | | | | | | |
| | Total | 71.90% | 71.70% | 71.90% | 72.28% | 72.45% | 72.35% | 67.22% | 73.65% | 73.75% | 74.25% |
| | | | | | | | | | | | |
| September | Real Estate | 61.70% | 61.90% | 61.90% | 62.04% | 62.35% | 62.33% | 61.45% | 63.09% | 62.75% | 65.29% |
| | Personal Prop | 99.30% | 99.40% | 99.60% | 99.41% | 99.57% | 99.81% | 98.86% | 99.79% | 99.32% | 99.67% |
| | Motor Vehicle | 90.40% | 91.10% | 92.10% | 92.55% | 92.45% | 92.06% | 82.59% | 93.59% | 91.28% | 91.75% |
| | MV Supp | | | | | | | | | | |
| | Total | 72.20% | 72.10% | 72.30% | 72.62% | 73.02% | 73.03% | 72.01% | 74.17% | 74.20% | 74.55% |
| | | | | | | | | | | | |
| October | Real Estate | 62.00% | 62.30% | 62.10% | 62.22% | 62.60% | 62.49% | 62.67% | 63.59% | 62.97% | 65.51% |
| | Personal Prop | 99.40% | 99.50% | 99.60% | 99.53% | 99.61% | 99.87% | 99.39% | 99.84% | 99.90% | 99.72% |
| | Motor Vehicle | 92.10% | 93.00% | 93.60% | 93.55% | 93.85% | 93.32% | 92.32% | 95.34% | 92.69% | 93.39% |
| | MV Supp | | | | | | | | | | |
| | Total | 72.50% | 72.40% | 72.60% | 72.81% | 73.27% | 73.21% | 73.46% | 74.61% | 74.56% | 74.80% |
| | | | | | | | | | | | |
| November | Real Estate | 62.20% | 63.00% | 62.5% | 62.59% | 63.20% | 63.24% | 63.19% | 63.96% | 63.31% | 65.91% |
| | Personal Prop | 99.40% | 99.60% | 99.7% | 99.63% | 99.79% | 99.89% | 99.45% | 99.93% | 99.87% | 99.73% |
| | Motor Vehicle | 93.10% | 94.80% | 95.2% | 94.65% | 95.48% | 94.95% | 94.00% | 95.88% | 94.00% | 94.25% |
| | MV Supp | | | | | | | | | | |
| | Total | 72.30% | 73.10% | 73.0% | 73.15% | 73.81% | 73.86% | 73.92% | 74.27% | 74.28% | 75.14% |

Professional Fees Breakdown FY 2025 (QDS)

| Professional Fees | FY 2025 | FY 2024 | Increase/Decrease | % +/- |
|---|---|---|---|---|
| QDS Software Support | $7,925.00 | $7,662.38 | $262.62 | **3.43%** |
| Qsearch-Tax Bill Web Hosting | $2,995.00 | $2,894.06 | $100.94 | **3.49%** |
| DRaaS-Cloud Service Backup | $516.60 | $509.36 | $7.24 | **1.42%** |
| Validator Hardware Maintenance | $750.00 | $744.19 | $5.81 | **0.78%** |
| | **$12,186.60** | **$11,809.99** | **$376.61** | **3.19%** |
| | | | | |
| Setup Charge | $115.00 | $110.25 | $4.75 | **4.31%** |
| June Real Estate Billing - Printing & Processing | $1,375.00 | $1,272.00 | $103.00 | **8.10%** |
| June Motor Vehicle Bills - Printing & Processing | $3,350.00 | $2,232.00 | $1,118.00 | **50.09%** |
| June Personal Property Bills - Printing & Processing | $312.50 | $288.00 | $24.50 | **8.51%** |
| June CASI & NCOA | $85.00 | $82.69 | $2.31 | **2.79%** |
| June Mailing Costs | $2,518.75 | $1,916.22 | $602.53 | **31.44%** |
| June QNest | $450.00 | $441.00 | $9.00 | **2.04%** |
| June EZ-Track USPS Tracking System | $125.00 | $110.25 | $14.75 | **13.38%** |
| June Mailing Envelopes, Preprinted | $906.75 | $609.72 | $297.03 | **48.72%** |
| June Return Envelopes, Preprinted | $957.13 | $679.40 | $277.73 | **40.88%** |
| June First Class Postage | $10,075.00 | $7,110.00 | $2,965.00 | **41.70%** |
| June Insert (Brochure) | $2,115.75 | $1,532.92 | $582.83 | **38.02%** |
| December CASI & NCOA | $85.00 | $82.69 | $2.31 | **2.79%** |
| December MV Supp - Printing & Processing | $637.50 | $540.00 | $97.50 | **18.06%** |
| December Mailing Costs | $318.75 | $272.88 | $45.87 | **16.81%** |
| December EZ-Track USPS Tracking | $60.00 | $55.00 | $5.00 | **9.09%** |
| December Mailing Envelopes | $114.75 | $86.83 | $27.92 | **32.15%** |
| December Return Envelopes | $121.13 | $96.75 | $24.38 | **25.20%** |
| December First Class Postage | $1,275.00 | $1,237.50 | $37.50 | **3.03%** |
| December Insert (Brochure) | $126.23 | $102.20 | $24.03 | **23.51%** |
| Final Posted Rate Books | $1,764.00 | $1,764.00 | $0.00 | **0.00%** |
| Binding Final Posted Rate Books | $255.00 | $248.06 | $6.94 | **2.80%** |
| | | | | **Inc/Dec** |
| **Total** | **$27,143.24** | **$20,870.36** | **$6,272.88** | **30.06%** |
| | | | | |
| | | | | |
| | $39,329.84 | $32,680.35 | $6,649.49 | **20.35%** |
| | | | | |
| | | | | |
| **Billing History (# of bills per type)** | | | | |
| **Bill Type** | **Current year Est** | **GL 2022** | **GL 2021** | **GL 2020** |
| Real Estate | 5,500 | 5,300 | 5,268 | 5,061 |
| Motor Vehicle | 13,400 | 9,300 | 9,300 | 11,674 |
| Personal Property | 1,250 | 1,200 | 1,200 | 1,170 |
| Motor Vehicle Supplemental (Jan) | 2,550 | 2,250 | 2,750 | 2,650 |
| | | | | |
| | 22,700 | 18,050 | 18,518 | 20,555 |
| | | | | |
| | **GL 2019** | | | |
| | 5,073 | | | |
| | 11,511 | | | |
| | 1,146 | | | |
| | 2,600 | | | |
| | | | | |
| | 20,330 | | | |

It's budget time again. I remember from last year, there would have been a significant increase that was announced much later in the process. We were able to rework the ad to the previous budget amount. What do you imagine the future cost of the ads will be??
Alan

---

I have been told that our rates are going up 2.5% for 2024.
The smallest size display ad in the Times paper, was $375 per run so, it will increase to approx. $385.

*Thank you,*
*Kelly*

---

Kelly,

Is the $375/$385 for the 3 ads per publication ($128.34/ad) for me or for each ad?

---

No sorry it is $375/$385 per publication date. 3 x 375 = $1125.

I will see if I can get it processed as an in-column ad like we did last year. I will get back to you with pricing for that if they allow it.

*Thank you,*
*Kelly*

---

Alan,

We can run something similar to this in the back part of the Times paper. The total for the 3 day will be for approx. $500. This will probably work better for you.

---

Due to the increase last year, I had really truncated the ad to this:

**Waterford Municipal Taxes become due on July 1.**
**Taxes become delinquent after August 1.**
**Interest of 1 ½ % will be charged on delinquent accounts.**
**Taxes are payable at Waterford Town Hall**
**Monday-Friday 8-4**

With this stripped down version, the cost had stayed at $109.08/ad.
Where would we be in that instance. I'm sure that you understand my desire to maintain a tight municipal budget.

Alan

---

If that worked for you last year than we can run that for you again. It was a very small ad.

The stripped-down version will be the same price as it was in June/July2023- $337.23 ($109.11 each notice.)

Quality Data Service, Inc.
121 Mattatuck Heights Rd
Waterbury, CT 06705

www.QDS.biz

# Budget Letter FY2024-25

| Date | Letter/Quot... |
|---|---|
| 11/29/2023 | 2020E7483 |

**Name / Address**

Waterford Tax Collector
Town Hall
15 Rope Ferry Rd.
Waterford, CT 06385

**Ship To/Bill To**

| Description of Services | Est Qty | Total |
|---|---|---|
| Software Services | | |
| Annual Software Support Fee - Revenue Collection Software | 1 | 7,925.00 |
| Annual Subscription Fee - QSearch - Tax Records Web Hosting Service | 1 | 2,995.00 |
| Annual Hardware Maintenance Plan - Epson TMU675 validator | 3 | 750.00 |
| Serial #: J9UG002545 | | |
| Serial #: J9UF002529 | | |
| Serial #: BMLG012104 | | |
| DRaaS - Disaster recovery as a service | 84 | 516.60 |
| Printing Services | | |
| Setup Charge | 1 | 115.00 |
| Jun - Printing and Processing RE Bills Including Banks | 5,500 | 1,375.00 |
| Jun - Printing and Processing MV Bills | 13,400 | 3,350.00 |
| Jun- Printing and Processing PP Bills | 1,250 | 312.50 |
| Dec - Printing and Processing MVS Bills | 2,550 | 637.50 |
| Book Services | | |
| Final Posted Ratebook per CT State Statutes | 3 | 1,764.00 |
| Binding Final Posted Books - 2019 | 3 | 255.00 |
| Subtotal - CONTRACTED SERVICE | | 19,995.60 |

**Grand Total** $19,995.60

| Contact | Finance Dept |
|---|---|
| e-mail | leo@qds.biz |
| Phone # | 2037559031 Ext 6555 |
| Leo DiNicola, CFO - 203-910-2316 (c) | |

Customer Acceptance Signature: ____________________

Print Name and Title: ____________________

Customer Acceptance Date: ____________________

PO #: ____________________

Signature represents agreement to our Terms & Conditions: https://qualitydataservice-my.sharepoint.com/:b:/g/personal/gmiza_qds_biz/EVydrrfQqRllsq6J16DZO3QBQRz3BDukI6SLSrfF9XcGdA?e=3EnWDU

Quality Data Service, Inc.
121 Mattatuck Heights Rd
Waterbury, CT 06705

www.QDS.biz

# Budget Letter FY2024-25

| Date | Letter/Quot... |
|---|---|
| 11/29/2023 | 2020E7484 |

**Name / Address**

Waterford Tax Collector
Town Hall
15 Rope Ferry Rd.
Waterford, CT 06385

**Ship To/Bill To**

| Description of Services | Est Qty | Total |
|---|---|---|
| Mailing Services | | |
| Jun - CASI certify File | 1 | 85.00 ✓ |
| Jun - Fold, Meter, Insert, Tray, Strap and Deliver Mail to Post Office for mailing Bills (RE, PP, MV) | 20,150 | 2,518.75 ✓ |
| Jun - QNest Services - QDS patented service | 1 | 450.00 ✓ |
| Jun - EZ-Track USPS Mail tracking system for each individual mailings using QDS Permit - rate based on pieces processed | 1 | 125.00 ✓ |
| Jun - #10 Mailing Envelopes 24# WW - 1 sided | 20,150 | 906.75 ✓ |
| Jun - #9 Return Envelope (BRE) - 1 Sided - Color BLUE Envelope | 20,150 | 957.13 ✓ |
| Jun - 1st Class Postage - CASS Certified Rates | 20,150 | 10,075.00 ✓ |
| Jun - TRIFOLD BROCHURE - 8 1/2 x 11 Insert, Black Ink, Color Paper, 24lb, duplex - includes tri-fold and inserting with tax bills | 20,150 | 2,115.75 ✓ |
| Subtotal JUNE | | 17,233.38 |
| Dec - CASI certify File | 1 | 85.00 ✓ |
| Dec - Fold, Meter, Insert, Tray, Strap and Deliver Mail to Post Office for mailing Bills | 2,550 | 318.75 ✓ |
| Dec - EZ-Track USPS Mail tracking system for each individual mailings using QDS Permit | 1 | 60.00 ✓ |
| Dec - #10 Envelopes 24# WW - 1 sided | 2,550 | 114.75 ✓ |
| Dec - #9 Return Envelope (BRE) - 1 Sided - Color envelopes | 2,550 | 121.13 ✓ |
| Dec - SLIP INSERT - 8 1/2 x 3 1/3 Buckslip Insert, Black Ink, GREEN Paper, 24lb, single - includes inserting with tax bills | 2,550 | 126.23 ✓ |
| Dec - 1st Class Postage* - CASS Certified Rates | 2,550 | 1,275.00 ✓ |
| Subtotal DECEMBER | | 2,100.86 |

**Grand Total** $19,334.24

| | | |
|---|---|---|
| Contact | Finance Dept | |
| e-mail | leo@qds.biz | |
| Phone # | 2037559031 | Ext 6555 |
| Leo DiNicola, CFO - 203-910-2316 (c) | | |

**Customer Acceptance Signature:** ______________________...

**Print Name and Title:** ______________________...

**Customer Acceptance Date:** ______________________...

**PO #:** ______________________...

Signature represents agreement to our Terms & Conditions: https://qualitydataservice-my.sharepoint.com/:b:/g/personal/gmiza_qds_biz/EVydrrfQqRllsg6J16DZO3QBQRz3BDukl6SLSrfF9XcGdA?e=3EnWDU

InvoiceCloud®

**Bill To:** Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

**Invoice #:** 717-2023_11
**Date:** 11/30/2023

| Description | Item Count | Price | Total |
|---|---|---|---|
| ACH Reject Fee Submitter (Chase/Braintree) - All | 2 | $15.000 | $30.00 |
| Cloud Access Fee - All | 1 | $25.000 | $25.00 |

| Description | Item Count | Total |
|---|---|---|
| Encrypted Reader License Fee - All | 1 | $15.00 |
| | **Total Amount:** | $70.00 |
| | **Due Date:** | 12/10/2023 |
| | **Balance Due:** | **$70.00** |

*Unit Price can vary for some items. Please see the Detailed view for further breakdown.

For Service Period of 11/01/2023 through 11/30/2023

Invoice Cloud
30 Braintree Hill Office Park, Suite 303
Braintree, MA 02184
(901) 737-8686

Payment Remittance

Checks Mailed via USPS:
Invoice Cloud Inc
PO BOX 8044
Carol Stream, IL 60197-8044

Wire/Ach Payment:
Bridge Bank
ABA/Routing Number: 121143260
Account Number: 8593434564
For Credit to: Invoice Cloud Inc

# STATE OF CONNECTICUT
## DEPARTMENT OF MOTOR VEHICLES

SAFETY SECURITY SERVICE **DMV**

*60 State Street, Wethersfield, CT 06161*
*ct.gov/dmv* (860) 263-5700

| BILL TO |
|---|
| Waterford Tax Collector<br>15 Rope Ferry Road<br>Waterford, CT 06385 |

# Invoice

| DATE | INVOICE # |
|---|---|
| 5/30/2023 | 4098 |

| DUE DATE |
|---|
| 7/7/2023 |

| DESCRIPTION | QTY | AMOUNT |
|---|---|---|
| -- PAYMENT DUE UPON RECEIPT -- | | |
| PERIOD COVERED: 7/01/23 TO 06/30/24 | | |
| ¸ARLY BILL FOR ONLINE ACCESS TO MOTOR VEHICLE INFORMATION. (DMV DIRECT PROGRAM) | 1 | 250.00 |
| * YOU ARE RESPONSIBLE FOR PAYMENT UNTIL YOU WITHDRAW FROM THE PROGRAM OR YOU HAVE BEEN NOTIFIED OF TERMINATION BY DMV | | |
| PLEASE CONTACT THE FISCAL OFFICE AT 860-263-5269 WITH ANY QUESTIONS. | | |
| PLEASE REMIT THE TOTAL DUE TO: | | |
| DEPARTMENT OF MOTOR VEHICLES<br>3RD FLOOR/FISCAL SERVICES RM 327<br>60 STATE STREET<br>WETHERSFIELD, CT 06161 | | |

APPROVED FOR PAYMENT
ACCT# 10106 - 52030 Prof Serv
AMOUNT 250.00
FISCAL YEAR 2024
SIGNATURE [signature]
DATE 7-3-2023

Please return one copy of invoice with payment.

| | |
|---|---|
| **Total** | $250.00 |
| **Payments/Credits** | $0.00 |
| **Balance Due** | $250.00 |

FOLEY

A COMPANY IN MOTION
DRIVING YOUR BUSINESS FORWARD

# INVOICE

**Account:**
Town of Waterford
Joyce Sauchuk
15 Rope Ferry Rd
Waterford, CT 06385 US

Customer ID: 0000020855
Invoice Number: INV00000001124181
Date: 7/31/2022
Customer PO:
Terms: NET 28

| Sold To: | Ship To: |
|---|---|
| Town of Waterford<br>Joyce Sauchuk<br>15 Rope Ferry Rd<br>Waterford, CT 06385 US | Town of Waterford<br>Joyce Sauchuk<br>15 Rope Ferry Rd<br>Waterford, CT 06385 US |

| Description | Qty | Price | Amount |
|---|---|---|---|
| Packages & Addons<br>Andrew Messina [redacted] Ordered: 7/21/22 Order #: 629900 | 1.00 | $40.49 | $40.49 |
| Third Party Fees<br>Andrew Messina [redacted] Ordered: 7/21/22 Order #: 629900 | 1.00 | $18.00 | $18.00 |
| Packages & Addons<br>Brandishea Moses [redacted] Ordered: 7/21/22 Order #: 629894 | 1.00 | $40.49 | $40.49 |
| Third Party Fees<br>Brandishea Moses [redacted] Ordered: 7/21/22 Order #: 629894 | 1.00 | $18.00 | $18.00 |
| Packages & Addons<br>Douglas Smith [redacted] Ordered: 7/18/22 Order #: 627023 | 1.00 | $40.49 | $40.49 |
| Third Party Fees<br>Douglas Smith [redacted] Ordered: 7/18/22 Order #: 627023 | 1.00 | $18.00 | $18.00 |
| Packages & Addons<br>Ernesta Krukauskaite [redacted] Ordered: 7/18/22 Order #: 627441 | 1.00 | $40.49 | $40.49 |
| Third Party Fees<br>Ernesta Krukauskaite [redacted] Ordered: 7/18/22 Order #: 627441 | 1.00 | $18.00 | $18.00 |
| Packages & Addons<br>Giovannina Fioravanti [redacted] Ordered : 7/1/22 Order #: 617665 | 1.00 | $40.49 | $40.49 |
| Packages & Addons<br>James Reagan [redacted] Ordered: 7/21/22 Order #: 629886 | 1.00 | $40.49 | $40.49 |
| Third Party Fees<br>James Reagan [redacted] Ordered: 7/21/22 Order #: 629886 | 1.00 | $18.00 | $18.00 |
| Packages & Addons<br>Michael Bartelli [redacted] Ordered: 7/13/22 Order #: 624621 | 1.00 | $40.49 | $40.49 |
| Packages & Addons<br>Michael Smith [redacted] Ordered: 7/21/22 Order #: 629171 | 1.00 | $40.49 | $40.49 |

Background Check

**APPROVED FOR PAYMENT**
ACCT# 10106-52050 Prof Fees
AMOUNT 40.49
FISCAL YEAR 2023
SIGNATURE [signature]
DATE 8-9-2022

**Connecticut Tax Collectors Association, Inc.**

**Bill To:**
Alan Wilensky
15 Rope Ferry Road, Waterford, CT 06385, US
awilensky@waterfordct.org

**Invoice NO:** 2311
January 5, 2023

# INVOICE

| DESCRIPTION | AMOUNT |
|---|---|
| Tax Collector Dues | $75.00 |
| GRAND TOTAL | $75.00 |

**NOTES:**
Thank you for choosing Connecticut Tax Collectors Association, Inc.

*Thank You*

**Please make all checks payable to: CTx**
**MEMBERSHIPS**
For "Pay by Check" memberships, please send all checks to:
CTx c/o Fairfield Tax Office
Attn: Maeci Evans
611 Old Post Road, Fairfield, CT 06824
**EVENT REGISTRATION**
For "Pay by Check" registrants, please send all checks to:
CTx c/o Milford Tax Collector
Attn: Cory Gumbrewicz
70 W River St, Milford CT 06460

# NEW LONDON COUNTY TAX COLLECTOR'S ASSOCIATION

Annual Dues Statement

for 2023.

**2023 dues:**

**Member $20.00**

**Retired $5.00**

APPROVED FOR PAYMENT Dues Cred
ACCT# 10106-52050
AMOUNT $20.00
FISCAL YEAR 2023
SIGNATURE
DATE 12/15/2022

Please make/remit payment to:
New London County Tax Collector's Ass'n
c/o Amy Snell
Stonington Tax Collector's Office
152 Elm St
Stonington, CT 06378

# NRTCTA Membership Application

New & Renewal: July 1, 2022 – June 30, 2023

**Make check payable to: NRTCTA.** Send to Rosemarie Silva 4 Garfield Terrace, West Warwick, RI 02893. Questions/Phone: Rosemarie Silva (401) -827-9063 and JoAnne Santos (401)-364-1217

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## Individual Membership:

**Dues:** US $30.00 Active Member (Also for Each Vendor Representative)

$5.00 Retired Member

$100.00 Subscribing Member

**Your Name:**

Title / Position:

E-mail:

Telephone number:

Address:

Name of Community you work for:

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## Associate Membership (Business / Vendors)

**Dues:** US $100.00 Per Organization (Associate Business Membership)

**Name of Company / Organization:**

Representative Name(s)/Title(s) :

E-mail:

Telephone number:

Address:

Good morning!! Please refer to the attached for a save the date for the upcoming March 2024 conference and future meetings at Aqua Turf. Below is some additional information regarding the conference.

1. The pricing increased slightly for 2024 which is as follows:

| | | |
|---|---|---|
| Plan A | $750 | (Wednesday-Friday, all meals & single occupancy) |
| Plan B | 600 | (Wednesday-Friday, all meals & double occupancy) |
| Plan C | 105 | (Commuter-Wednesday only, Breakfast & Lunch) |
| Plan C | 125 | (Commuter-Thursday only, Breakfast & Lunch) |
| Plan C | 40 | (Commuter-Friday only, Breakfast) |
| Plan C | 260 | (Commuter all 3 days, Breakfast & Lunch) |
| Plan E | 75 | (Online-Wednesday only) |
| Plan E | 75 | (Online-Thursday only) |
| Plan E | 25 | (Online-Friday only) |
| Plan E | 155 | (Online-all 3 days) |
| | 100 | (Wednesday night dinner & Entertainment) |
| | 150 | (Banquet Dinner Thursday night) |
| | 145 | (Additional night's room) |

**The above pricing will remain in effect for the 2025 conference.**

# OPTIONS :

**PLAN A: "SINGLE":** Single Occupancy, member, entire conference – Sunday through Wednesday; 3 nights lodging, plus meals (Sunday night potluck, 3 breakfasts, 2 lunches, dinner Tuesday) – **Early bird (by 7/15) = $800 per person.** OR: **$900 per person (7/16 through 8/21/23)** (one member only in the room).

**PLAN B: "DOUBLE":** Double Occupancy, member, entire conference – Sunday through Wednesday; 3 nights lodging, plus meals (Sunday night potluck, 3 breakfasts, 2 lunches, dinner Tuesday) - **Early bird (by 7/15) = $550 per person. OR: $650 per person (7/16 through 8/21/23)** (two NRTCTA members sharing one guestroom. * **VALUE !!** * **Also : if you are interested in similar rates for 3 or 4 in a room – reach out to us.**

**PLAN C: "GUEST":** Non member guest, sharing a room with a NRTCTA member: **$300 per person** (for example, spouse or guest. You [member] register under Plan A; your spouse registers under Plan C. All conference meals and functions including the Sunday night potluck, and the Tuesday night dinner are included for both of you under Plan A (you) & Plan C (guest). No early bird pricing for this plan.

**PLAN D: "COMMUTER - CONFERENCE":** Commuter Plan: **NO LODGING – Meals Only** – entire conference. **Early bird (by 7/15) = $300 per person. OR: $365 per person (7/16 through 8/21/23).** All conference meals included (3 breakfasts, 2 lunches, Sunday night potluck, and the Tuesday night dinner) included.

**PLAN E: "EXTRA NIGHTS":** Additional Night's Lodging: **$180 per night** (before, or after) – subject to availability . No early bird pricing.

**PLAN T: "THEMED DINNER":** Tuesday night dinner (if purchased separately): **$100 per person.** No early bird pricing.

**PLAN O: "ONE DAY COMMUTER": ONE DAY COMMUTER: MONDAY $155; TUESDAY $135; or WEDNESDAY: $90 per day per person.** Includes breakfast and lunch. Specify day. No early bird pricing.

**PLAN V: "VENDOR" / EXHIBITOR TABLE: $250. ** VALUE DEAL! **** Monday, Tuesday, Wednesday morning exhibits. The vendor exhibition cost is IN ADDITION TO your registration costs (above). No early bird pricing.

**Children:** There is a charge for childrens' meals, and for children lodging with you. Please contact Lisa Biagiarelli at lbiagiar@norwalkct.gov with questions.

**Hotel policies, in brief:** Atlantic Sands Hotel & Conference Center | Terms & Conditions | Rehoboth

**Pets:** Facility makes no allowance for pets or emotional support animals.

**Smoking:** The entire facility is non-smoking. Smoking is prohibited in all areas, including guest rooms, banquet spaces, restaurants, hallways, lobbies, restrooms, and on balconies.

**Parking:** complimentary on-site parking for one vehicle per room reservation; first come first served. **Check in:** 4 pm. **Check out:** 11 am. It is up to commuters or other day guests to secure public parking.

**Other occupants:** The hotel has a policy of charging for other adults and children being in the room with you even if they are not attending the event. Please reach out to Lisa B. in advance with any questions.

CTx

# INVOICE

## Aqua Turf Registration

## Attendee information

**Invoice #**
AquaT-00257

**Name**
Alan Wilensky

**Title**
President

**City/Town Represented**
Waterford

**Email**
awilensky@waterfordct.org

**Phone**
(860) 444-5815

**Are you a Dues Paying CTx Member?**
Yes

## Meal Selection

**If applicable, any dietary restrictions?**

## Check Out

**Payment Option**
Pay By Check

## Order

| Product | Qty | Unit Price | Price |
|---|---|---|---|
| Chicken - $50 | 1 | $50.00 | $50.00 |
| | | **Total** | **$50.00** |

Please remember to send your check to:
***CTx c/o Milford Tax Collector***
***Attn: Cory Gumbrewicz***
***70 W River St, Milford CT 06460***

Staples Business Advantage.

# Thank you for your order, Diana Wall!

A confirmation email will be sent to dwall@waterfordct.org with the complete order details.

## Order Number: 7615269599

Status: **Pending Approval**

Add to list Print to pdf

**Pending with:** ROTELLA APPROVER

Placed on: **September 19, 2023**

### Shipping information

Diana Wall
TOW TAX COLL
TOWN OF WATERFORD
15 ROPE FERRY RD
Diana Wall/Front Reception
WATERFORD, CT 06385-2806 US
(860)444-5820

### Accounting information

### Order Summary

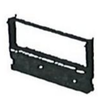
| | |
|---|---|
| Items (4) | $153.85 |
| Pretax subtotal | $153.85 |
| **Order total** | **$153.85** |

Buy again

Feedback

## 4 items purchased

### ›ected delivery by September 20, 2023



Epson ERC-32B Black Dot-Matrix Printer Ribbon (E65090)
Item #: 752325 | MFR Item #: E65090

Add to list

10 @ $6.89 1/EA

**$68.90**

**Packing slip note**
tax collector

33% off


Staples Carbonless Paper Roll, 2-Ply, 3" x 100', White, 1 Roll (18300-CC)
Item #: 532531 | MFR Item #: 18300CC | CIN #: 532531

Added to list

40 @ $1.65 1/RL ~~$2.49~~

**$66.00**

**Packing slip note**
tax collector