

**TOWN OF WATERFORD
GENERAL FUND
2022-2023 PROPOSED BUDGET**

DEPT/AGENCY: 10108 LEGAL DEPARTMENT

LINE ITEM	DESCRIPTION	2020/2021 ACTUAL EXPENDED	2021/2022 RTM APPROP.	2021/2022 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/22	2022/2023 DEPT/ AGENCY REQUEST	2022/2023 FIRST SELECTMAN RECOMMENDS	Department Request \$ Increase	Department Request % Increase
SERVICES									
52030	PROFESSIONAL SERVICES	292,989	260,000		92,706	260,000	260,000	0	0.00%
52540	PROBATE COURT	26,396	33,000		31,519	30,000	30,000	(3,000)	-9.09%
52560	MISC. CLAIMS	2,750	5,000		8	5,000	5,000	0	0.00%
	SUBTOTAL	322,135	298,000	0	124,233	295,000	295,000	(3,000)	-1.01%
DEPARTMENT TOTAL		322,135	298,000	0	124,233	295,000	295,000	(3,000)	-1.01%

TOWN OF WATERFORD FY2023 BUDGET REQUEST LEGAL (#10108)



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

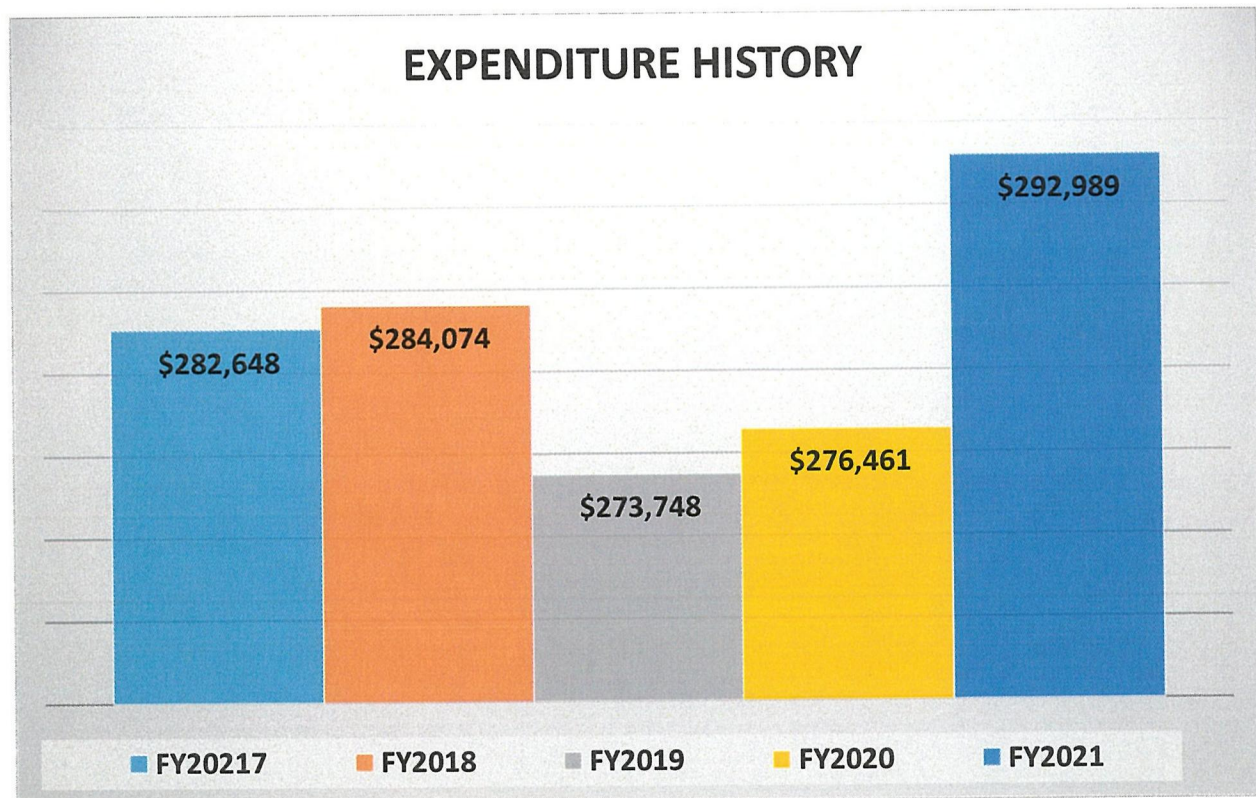
TOWN OF WATERFORD FY2023 BUDGET REQUEST LEGAL (#10108)



BUDGET SUMMARY

The FY23 Legal Budget Request includes a 1.01% decrease. The decrease is due to an anticipated decrease in probate court fees based on past actuals.

The Connecticut Uniform Relocation Assistance Act requires municipalities to provide assistance to residences who are displaced due to code enforcements. The pandemic has seen an increase in the need for relocation benefits. (Sec. 8-266) Please note that the town's legal counsel does seek reimbursement for all expenditures.



**TOWN OF WATERFORD
LEGAL DEPARTMENT
2022-2023 PROPOSED BUDGET**

	2022-2023 PROJECTED	2021 ACTUAL	2020 ACUTAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	5 YEAR AVERAGE (2017-2021)
52030 - PROFESSIONAL FEES							
LEGAL FEES	\$ 270,000	\$ 292,989	\$ 276,461	\$ 273,748	\$ 256,052	\$ 249,740	\$ 269,798
Professional fees covers the cost of the Town Attorney. The Town Attorney handles planning and zoning appeals, collection of delinquent tax accounts, assessment appeals, and provides general legal counsel. Based on the 5 year average and anticipated tax appeals due to the revaluation, the proposed budget for 2022-2023 includes level funding.							
52540 - PROBATE COURT							
PROBATE COURT	\$ 30,000	\$ 26,396	\$ 30,895	\$ 28,644	\$ 28,033	\$ 32,908	\$ 29,375
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 is 71.118%. Based on the 2021-2022 actual expense and 5-year average, the proposed budget for 2022-2023 includes a decrease of \$3,000.							
52560 - MISCELLANEOUS CLAIMS							
MISCELLANEOUS CLAIMS	\$ 8,000	\$ 2,750	\$ -	\$ -	\$ -	\$ -	\$ 550
Account is used to account for miscellaneous claims and judgments as well non-reimbursable expenses associated with evictions. The ongoing pandemic has increased the number of evictions and relocation expenditures of Waterford residents. The 2022-2023 includes a level budget request.							

Department of Finance
13 Masonic Street
New London, CT 06320



®

CITY OF NEW LONDON

Phone (860) 447-5218
Fax (860) 447-5297

September 8, 2021

Kimberly Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Dear Ms. Allen,

Enclosed is the invoice for Waterford's portion of the Probate Court's expenses for the fiscal year ended June 30, 2021.

If you would like further clarification, please feel free to call me.

Very truly yours,

David McBride
Director of Finance

Enclosure

9/14/21
OK to pay
\$ 31,518.59
10108-52540
Kallu

REC'D FINANCE
SEP 10 2021 PM 1:27

PROBATE EXPENDITURES FOR FY 2021

Maintenance & Repair	\$ 207.90
Microfilming Services	\$ 14,284.67
Communication Services	\$ 5,430.98
Supplies	\$ 8,349.34
State of Connecticut	\$ 758.48
Equipment	\$ -

Total Probate Expenditures for FY 2018 **\$ 29,031.37**

N.L. Grand List @ 10/19	1,512,761,788	30.868%
Wtfd Grand List @ 10/19	3,387,908,016	69.132%

Space allocated to Probate: 1380.07 s.f.@ \$12/sq.ft \$ 16,560.84

Total Probate Expenses	29,031.37
Rental fee:	16,560.84
	<u>45,592.21</u>

Waterford Percentage 69.132%

Total Due City of New London for FY 2021 **\$ 31,518.59**

The above is true and accurate to the best of my knowledge.

Donna J. Rinehart, Deputy Director of Finance
City of New London

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2021-2022 FISCAL YEAR

[illegible]

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

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOE & SBC	\$123.00	\$306.00	\$136.00			\$68.00							\$633.00
BOS	\$3,578.00	\$1,173.00	\$2,497.00	\$2,020.50	\$1,258.00	\$2,224.50	\$1,598.00	\$2,329.00	\$3,876.00	\$1,887.00	\$3,400.00	\$2,873.00	\$28,714.00
Selectman	\$2,461.00	\$3,468.91	\$7,632.17	\$1,115.59	\$430.41	\$1,437.13	\$1,912.18	\$2,264.97	\$103.09	\$495.32	\$1,285.59	\$2,394.03	\$25,000.39
Finance	\$391.00		\$748.00	\$255.00	\$526.00	\$442.00	\$374.00	\$1,190.00	\$918.00	\$102.00	\$612.00	\$714.00	\$6,272.00
Board of Finance	\$170.00	\$68.00				\$68.00			\$85.00				\$391.00
Bldg Code/Bldg Dept.	\$157.50	\$881.50	\$21.00										\$1,060.00
Fire Services	\$940.00	\$1,607.00		\$246.00		\$68.00	\$816.00	\$221.00	\$68.00	\$272.00		\$289.00	\$4,527.00
Planning & Zoning	\$3,884.00	\$3,864.00	\$5,986.50	\$6,258.00	\$3,872.00	\$3,807.00	\$2,371.50	\$4,214.00	\$3,534.50	\$3,572.00	\$2,920.50	\$2,876.00	\$47,160.00
Police & Emergency Mgmt	\$1,717.00	\$698.50	\$1,955.50	\$1,861.00	\$391.00	\$2,497.00	\$1,304.00	\$1,360.00	\$1,670.50	\$289.00	\$1,737.00	\$323.00	\$15,803.50
Public Works	\$1,785.00	\$1,887.00	\$345.50	\$1,168.00	\$1,240.00	\$816.00	\$1,079.00	\$276.00	\$782.00	\$1,496.00	\$884.00	\$1,054.00	\$12,812.50
R & P	\$170.00	\$85.00	\$102.00	\$221.00			\$476.00	\$408.00	\$612.00			\$102.00	\$2,176.00
RTM	\$1,717.00	\$1,989.00	\$680.00	\$867.00	\$323.00	\$697.00	\$918.00	\$2,431.00	\$2,306.00	\$1,700.00	\$1,411.00	\$510.00	\$15,549.00
Assessor	\$1,711.50	\$789.00	\$1,201.50	\$1,399.00	\$3,629.00	\$2,613.00	\$2,059.00	\$1,363.50	\$824.50	\$1,979.50	\$2,899.50	\$4,682.00	\$25,151.00
Tax Collector	\$3,134.00	\$7,633.50	\$5,112.50	\$4,325.50	\$5,267.50	\$3,141.50	\$3,169.00	\$2,878.50	\$6,108.00	\$6,752.00	\$7,098.50	\$2,056.50	\$56,677.00
Tax Collector Legal Fee Reimb	(\$2,578.90)	(\$1,424.02)	(\$355.30)	(\$3,017.10)	(\$6,342.37)	(\$2,442.08)	(\$4,402.78)	(\$3,028.04)	(\$2,512.65)	(\$2,591.80)	(\$1,413.98)	(\$1,852.30)	(\$31,961.32)
Tax Appeal													\$0.00
Town Clerk		\$102.00	\$323.00	\$136.00	\$340.00	\$68.00	\$102.00	\$85.00	\$102.00	\$85.00	\$68.00		\$1,411.00
WELSCO		\$738.00		\$272.00									\$1,010.00
Utility Commission	\$3,126.50	\$4,990.50	\$4,486.50	\$4,580.50	\$6,498.00	\$5,231.00	\$4,299.00	\$6,698.00	\$4,951.00	\$3,521.00	\$3,425.50	\$4,113.50	\$55,921.00
Sr. & Youth Center	\$255.00		\$187.00		\$68.00			\$136.00	\$136.00	\$136.00	\$204.00	\$323.00	\$1,445.00
Ethics Commission	\$752.00	\$52.50			\$238.00	\$323.00	\$697.00				\$1,564.00	\$510.00	\$4,136.50
Shellfish Commission	\$459.00							\$136.00		\$527.00	\$136.00	\$238.00	\$1,496.00
Conservation Commission		\$204.00	\$510.00	\$136.00	\$391.00	\$238.00	\$111.00	\$139.00	\$361.00	\$296.00	\$888.00	\$185.00	\$3,459.00
Zoning Bd of Appeals			\$1,445.00	\$663.00	\$527.00		\$68.00		\$425.00	\$272.00	\$170.00	\$306.00	\$3,876.00
General Assistance				\$102.00									\$102.00
Labor			\$2,157.00	\$1,804.00	\$1,459.50		\$3,357.50		\$945.00	\$240.00			\$9,963.00
Total	\$23,952.60	\$29,113.39	\$33,013.87	\$24,412.99	\$18,656.54	\$21,297.05	\$16,950.90	\$23,101.93	\$24,349.94	\$21,234.02	\$27,289.61	\$21,696.73	\$292,988.57

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

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		\$3,132.00	\$1,947.50	\$1,674.00	\$1,374.00	\$4,601.00	\$8,891.00	\$30,782.00
Finance	\$766.50	\$1,899.30	\$1,168.30	\$799.00	\$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			\$21.00		\$272.00			\$4,169.50
Fire Services	\$2,261.00	\$4,942.30	\$2,074.00	\$1,832.50	\$1,446.50		\$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	\$3,396.00	\$4,425.82	\$3,280.55	\$912.50		\$2,425.50	\$2,204.50	\$2,257.00	\$2,085.00	\$4,278.00	\$5,109.50	\$31,709.87
Police & Emergency Mgmt	\$1,921.00	\$680.00	\$1,343.00	\$2,992.00	\$902.50		\$708.00	\$310.50	\$13,332.50	\$16,859.00	\$8,989.50	\$6,558.50	\$54,596.50
Public Works	\$2,176.00	\$748.00	\$482.38	\$1,003.00	\$2,212.50		\$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		\$136.00			\$221.00		\$1,649.00	\$3,264.00
RTM	\$85.00	\$918.00	\$1,564.00	\$1,411.00	\$701.50		\$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	\$5,616.30	\$5,130.50	\$2,229.50	\$2,865.50		\$4,756.80	\$3,359.50	\$2,910.50	\$1,405.50	\$2,549.50	\$2,105.00	\$38,936.60
Tax Collector	\$3,785.50	\$7,970.60	\$2,208.00	\$4,349.30	\$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		\$5,006.00	\$3,536.00	\$7,282.00	\$29,883.30
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
Shellfish Commission							\$1,037.00	\$595.00				\$102.00	\$1,734.00
Conservation Commission							\$1,094.00	\$425.50	\$740.00				\$2,259.50
Legal										\$5,865.50			\$5,865.50
Zoning Bd of Appeals		\$51.00	\$731.00	\$85.00									\$867.00
Total	\$19,232.84	\$24,075.47	\$20,113.53	\$20,796.46	\$15,460.98	(\$3,325.80)	\$29,111.50	\$20,831.12	\$25,744.90	\$37,914.97	\$29,956.20	\$36,549.18	\$276,461.35

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

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	4,166.00	4,370.00	19,479.00
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		374.00	3,604.00
Board of Finance											68.00	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	4,187.00	31,197.20
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	2,847.63	24,951.20
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	5,948.00	8,140.30	61,432.20
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 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)	(13,325.58)	(4,686.39)	68,880.47
Town Clerk	102.00									85.00	102.00		289.00
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
Sr. & Youth Center					476.00			221.00	726.30	341.50	154.50	510.00	2,429.30
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	11,411.78	29,074.04	273,748.00