

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

DEPT/AGENCY:

10143

ETHICS COMMISSION

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 APPROVED BD/COMM.	2022/2023 FIRST SELECTMAN RECOMMENDS	Department Request \$ Increase	Department Request % Increase
	PERSONNEL COSTS									
51210	CLERICAL/TECHNICAL	396	600		145	600		600	0	0.00%
51920	F.I.C.A	30	50		11	50		50	0	0.00%
	SUBTOTAL	426	650	0	156	650	0	650	0	0.00%
	SERVICES									
52020	POSTAGE	0	0			0		0	0	0.00%
52030	PROFESSIONAL FEES	5	150			150		150	0	0.00%
52070	REIMBURSABLE EXPENSE	0	0			0		0	0	0.00%
	SUBTOTAL	5	150	0	0	150	0	150	0	0.00%
	MATERIALS & SUPPLIES									
53010	OFFICE SUPPLIES	0	50			50		50	0	0.00%
	SUBTOTAL	0	50	0	0	50	0	50	0	0.00%
	DEPARTMENT TOTAL	431	850	0	156	850	0	850	0	0.00%

*no vote on proposed budget

**TOWN OF WATERFORD
FY2023 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
FY2023 BUDGET REQUEST
ETHICS COMMISSION (10143)**



BUDGET SUMMARY

The total budget request for FY22 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)
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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)
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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	(\$0)
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10143-51920	OFFICE SUPPLIES	(04)
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TOWN OF WATERFORD
GENERAL FUND
2022-2023 PROPOSED BUDGET

DEPT/AGENCY:

10143

ETHICS COMMISSION

LINE ITEM	DESCRIPTION	2020-2021 ACTUAL EXPENDED	2021-2022 RTM APPROP.	2021-2022 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 12/7/21	2022-2023 DEPT/ AGENCY REQUEST	2022-2023 APPROVED BD/COMM.	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS									
51210	CLERICAL/TECHNICAL	396	600		46	600		0	0.00%
51920	F.I.C.A	30	50		4	50		0	0.00%
	SUBTOTAL	426	650	0	50	650	0	0	0.00%
SERVICES									
52020	POSTAGE		0					0	#DIV/0!
52030	PROFESSIONAL FEES	5	150		0	0		(150)	-100.00%
52070	REIMBURSABLE EXPENSE		0					0	#DIV/0!
	SUBTOTAL	5	150	0	0	0	0	(150)	-100.00%
MATERIALS & SUPPLIES									
53010	OFFICE SUPPLIES	0	50			0		(50)	-100.00%
	SUBTOTAL	0	50	0	0	0	0		
DEPARTMENT TOTAL		431	850	0	50	650	0	(150)	-23.53%

**TOWN OF WATERFORD
ETHIC COMMISSION
PERSONNEL WORKSHEET
2022-2023 FISCAL YEAR**

DATE OF HIRE	POSTION	HOURS WORKED/WEEK	HOURLY RATE	SALARY FY22	LONGEVITY	TOTAL	FRINGE (FICA)
8/20/2013	Recording Secretary	0.55	28.2926	812.28		812.28	62.14

TOWN OF WATERFORD
ETHIC COMMISSION
SERVICES
2022-2023 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2020-2021 ACTUAL	2021-2022 BUDGET	2021-2022 TO DATE	2022-2023 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52010	ADVERTISING	0	0			0	0.00%
52030	PROFESSIONAL FEES	0	0			0	0.00%
52070	REIMBURSEABLE EXPENSES	0	0			0	0.00%

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

TOWN OF WATERFORD
ETHIC COMMISSION
OFFICE SUPPLIES
2022-2023 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2020-2021 ACTUAL	2021-2022 BUDGET	2021-2022 TO DATE	2022-2023 PROPOSED BUDGET	\$ INCREASE	% INCREASE
53010	OFFICE SUPPLIES	0	0		C	0	0.00%

Funds are being requested for supplies for the recording clerk to use in performing the duties of the commission.

ETHICS COMMISSION

Actual Expenditures

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

FY-2020 Month	Clerical & Technical	FICA	Postage	Professional Fees	Reimbursable Expenses	Office Supplies	Total Expended
Jul-19							\$0.00
Aug-19	\$62.46	\$4.78					\$67.24
Sep-19							\$0.00
Oct-19							\$0.00
Nov-19	\$156.15	\$11.95					\$168.10
Dec-19	\$156.15	\$11.95					\$168.10
Jan-20							\$0.00
Feb-20	\$156.15	\$11.95					\$168.10
Mar-20	\$171.77	\$13.14					\$184.91
Apr-20	\$124.92	\$9.56					\$134.48
May-20							\$0.00
Jun-20	\$104.17	\$7.97				\$7.70	\$119.84
	\$931.77	\$71.30	\$0.00	\$0.00	\$0.00	\$7.70	\$1,010.77