

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

DEPT/AGENCY:

10108

**LEGAL DEPARTMENT**

| LINE<br>ITEM            | DESCRIPTION           | 2019/2020<br>ACTUAL<br>EXPENDED | 2020/2021<br>RTM<br>APPROP. | 2020/2021<br>ADDITIONAL/<br>TRANSFERS | ACTUAL<br>EXPEND &<br>ENCUMB AS<br>OF 1/1/21 | 2021/2022<br>DEPT/<br>AGENCY<br>REQUEST | Department<br>Request \$<br>Increase | Department<br>Request %<br>Increase |
|-------------------------|-----------------------|---------------------------------|-----------------------------|---------------------------------------|----------------------------------------------|-----------------------------------------|--------------------------------------|-------------------------------------|
|                         |                       |                                 |                             |                                       |                                              |                                         |                                      |                                     |
| <b>SERVICES</b>         |                       |                                 |                             |                                       |                                              |                                         |                                      |                                     |
| 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%                               |
| <b>SUBTOTAL</b>         |                       | <b>307,356</b>                  | <b>298,000</b>              | <b>0</b>                              | <b>0</b>                                     | <b>298,000</b>                          | <b>0</b>                             | <b>0.00%</b>                        |
|                         |                       |                                 |                             |                                       |                                              |                                         |                                      |                                     |
| <b>DEPARTMENT TOTAL</b> |                       | <b>307,356</b>                  | <b>298,000</b>              | <b>0</b>                              | <b>0</b>                                     | <b>298,000</b>                          | <b>0</b>                             | <b>0.00%</b>                        |



# 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<br>PROJECTED | 2020<br>ACUTAL | 2019<br>ACTUAL | 2018<br>ACTUAL | 2017<br>ACTUAL | 2016<br>ACTUAL | 5 YEAR<br>AVERAGE 2016-<br>2020 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------|----------------|----------------|----------------|----------------|---------------------------------|
| <b>LINE ITEM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                |                |                |                |                |                                 |
| <b>52030 - PROFESSIONAL FEES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                |                |                |                |                |                                 |
| 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                        |                |                |                |                |                |                                 |
| <b>52540 - PROBATE COURT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |                |                |                |                |                |                                 |
| 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. |                        |                |                |                |                |                |                                 |
| <b>52560 - MISCELLANEOUS CLAIMS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                        |                |                |                |                |                |                                 |
| 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            |
| <b>TOTAL</b>                  | <b>\$19,232.84</b> | <b>\$20,075.47</b> | <b>\$20,113.53</b> | <b>\$20,796.46</b> | <b>\$15,460.98</b> | <b>(\$3,325.80)</b> | <b>\$26,871.20</b> | <b>\$20,831.12</b> | <b>\$23,744.90</b> | <b>\$30,914.97</b> | <b>\$25,956.20</b> | <b>\$28,549.18</b> | <b>\$249,221.05</b> |

**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          |
| <b>Total</b>                       | <b>25,139.80</b> | <b>40,291.57</b> | <b>16,811.88</b> | <b>25,080.99</b> | <b>22,042.57</b> | <b>19,045.27</b> | <b>25,318.25</b> | <b>18,847.55</b> | <b>28,548.42</b> | <b>12,135.88</b> | <b>7,911.78</b> | <b>21,467.41</b> | <b>262,641.37</b> |