

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

DEPT/AGENCY: 10106 TAX COLLECTOR

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RTM APPROP.	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 APPROVED BD/COMM.	Department Request \$ Increase	Department Request % Increase	2021/2022 RECOMMENDED BD OF SELECTMEN	BOS Request \$ Increase	BOS Request % Increase
PERSONNEL COSTS												
51010	ELECTED OFFICIALS	84,398	85,262			86,286	86,286	1,024	1.20%			
51210	CLERICAL/TECHNICAL	73,283	77,769			82,334	82,334	4,565	5.87%			
51810	OVERTIME	0	0			0	0	0				
51920	F.I.C.A	11,495	12,478			12,900	12,900	422	3.38%			
	SUBTOTAL	169,176	175,509	0	0	181,520	181,520	6,011	3.42%	0	0	
SERVICES												
52010	ADVERTISING	655	700			700	700	0	0.00%			
52020	POSTAGE	5,552	6,000			6,000	6,000	0	0.00%			
52030	PROFESSIONAL FEES	20,579	21,832			22,214	22,214	382	1.75%			
52040	SERVICE CONT. & REPAIR	1,339	1,350			1,178	1,178	(172)	-12.74%			
52050	DUES, CONF. & EDUCATION	632	685			195	195	(490)	-71.53%			
	SUBTOTAL	28,757	30,567	0	0	30,287	30,287	(280)	-0.92%	0	0	
MATERIALS & SUPPLIES												
53010	OFFICE SUPPLIES	0	30			35	100	5	16.67%			
	SUBTOTAL	0	30	0	0	35	100	5	16.67%	0	0	
OFFICE EQUIPMENT												
54060	OFFICE EQUIPMENT	575	50			65	0	15	30.00%			
	SUBTOTAL	575	50	0	0	65	0	15	30.00%	0	0	
	DEPARTMENT TOTAL	198,508	206,156	0	0	211,907	211,907	5,751	2.79%	0	0	



“Tax Collector” FISCAL YEAR 2022 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 2019 levy totaled \$92,573,372.13, an increase of \$487,202.13 or .5% over the GL 2018 levy. As of the end of FY 2020, the tax office had collected at the following rates:

Real Estate:	99.42%
Personal Property:	99.89%
Motor Vehicle:	98.04%
Motor Vehicle Supplemental:	92.30%
Total Collection Rate:	99.43%

This was a small decrease of .03% from the highest historical collection rate last year.

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 are specified in the statutes.

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 2019 levy generated 31,328 tax bills: 9,572 real estate, 1,231 personal property, and 20,524 motor vehicle bills.

My office accepts Waterford Utility Commission payments and they are forwarded to the W.U.C. office at 1000 Hartford Road. We have started tracking the number of payments collected. In FY 2020, we accepted 1,188 payments. I believe that the Town should look into having the Tax Collector's Office be able to post sewer payments to taxpayer's accounts and to utilize a single software program for both offices. My office, the Finance office, the WUC and the town attorneys are attempting to implement that change.

FY2022 BUDGET SUMMARY

The Fiscal Year 2022 total budget request is \$211,907, an increase of \$5751 (2.79%) from the prior year. Was it not for the salary increases, this budget would have a small decrease of \$260.

Personnel Costs: \$181,520

Personnel costs are higher due to the 1303 union contract renegotiation.

LI 51010 Elected Officials: \$86,286

The salaries for elected officials were addressed by action of the RTM. Increases are determined by the Consumer Price Index (CPI-U) as of October each year. This year, the index is 1.2%. The CPI chart is in the backup.

LI 51210 Clerical/Technical: 82,334

This is an increase of \$4,565. 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. This individual is at the top of her pay grade. The 1303 contract has been settled at an increase of 2.25% for last year and this year. The increase for our part-time Accounts Receivable clerk is tied to the 1303 union contract and increases as she rises in the salary steps.

LI 51920 FICA: \$12,900

This is an increase of \$422 from last year. 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.

Services: \$30,938, an increase of \$1,536.

LI 52010 Advertising: \$700

I have a written notification from The Day anticipating no increase in the costs of our required advertisements. 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. At the current rate of \$109.20 per ad, six ads would result in a total of \$655.20. The \$700 budget would allow for a 7% increase should things change.

June-July	3 ads x \$109.20 = \$327.60
Dec-Jan	3 ads x \$109.20 = \$327.60

LI 52020 Postage: \$6000

No increase. I am anticipating an increase in the mailing of delinquent statements as the DMV will institute the start of three-year registrations. Actual costs as listed below are anomalous this year due to the payment extension caused by the Governor's executive order.

Last year July-Nov \$3277

This year July-Nov \$2187

FY 2019 \$5,348

FY 2020 \$5,552

Jul-20	Metered Mail		260.05		
(actual)	Postage		14.87		
Aug-20	Metered Mail		198.15	DQ statements	
(actual)	Postage		11.16		
Sep-19	Metered Mail		315.50	Demands	
(actual)	Postage		29.76	Lien Notice PP	
Oct-18	Metered Mail		1,227.29		
(actual)	Postage		52.70		
Nov-18	Metered Mail		77.55		
(actual)	Postage		0.00		
Dec-18	Metered Mail		244.60		
(LY)	Postage		4.88		
Jan-19	Metered Mail		786.30	Postcard Reminders	
(LY)	Postage		14.67		
Feb-19	Metered Mail		605.40	DQ statements	
(LY)	Postage		25.41		
Mar-19	Metered Mail		416.95	Demands	
(LY)	Postage		11.78		
Apr-19	Metered Mail		22.30	Lien Notice RE	
(LY)	Postage		0.00		
May-19	Metered Mail		73.15		
(LY)	Postage		1.24		
Jun-19	Metered Mail		68.40	DQ statements	
(LY)	Postage		0.00		
Total			4,462.11		

LI 52030 Professional Fees: \$22,214

This is an increase of \$382. The main driver of this budget line is the Quality Data Service (QDS) billing and mailing service. QDS billing and mailing services accounted for all of the increase as their services rose by 1.8%. Software maintenance costs have been removed from this budget and transferred to the Information Technology budget.

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

Quality Data Service – All Billing Services \$21,442
Last year \$21,062

This year, \$10,037 of software support moved to IT budget

Invoice Cloud Credit Card Processor \$360
PCI compliance for 2 credit card readers
\$15 per machine per month

**DMV – Access DMV database for current address
and registration information** \$250

New Employee Background Check \$55
Criminal Records Check Statewide \$11
Statewide Federal Criminal Search \$7
Nationwide Sex Offender Check \$13
Driving Record Search Fee \$6
Driving Record State Fee \$18

New Employee Drug Screening \$75

White Pages Premium \$32
This is a search engine for names, addresses
and other information for billing and mailing
purposes. It has replaced the Lexis-Nexus
expense that had been budgeted at \$360.

LI 52040 Service Contracts and Repairs: \$1,178

This is for the lease payments on the Ricoh copier and copy fees based on usage.
There was a decrease of \$172 due to a renegotiation of the lease contracts.

Copier/Printer Lease **\$1178**
Ricoch copier lease: \$88.325 per month \$1059.90
Copy fees: \$0.007 per copy \$117.40

copies	2018	2019	2020	AVG
1 st Quarter	3218	1882	2088	2396
2 nd Quarter	8702	7771	7348	7940
3 rd Quarter	2940	2016	1966	2307
4 th Quarter	4379	3711	4294	4128
Total	19,239	15,380	15,696	16,771

Current year FY 2021: 1st Quarter 984
2nd Quarter 4318

LI 52050 Dues, Conferences and Education: \$195

This is a decrease of \$600 due to the cancellation of the CTx Annual conference last year. This amount covers state and local membership dues and state association meetings.

Dues:

Connecticut Tax Collectors' Association (CTx)	\$75
New London County Tax Collectors' Ass'n	\$20

Conferences:

Connecticut Tax Collectors' Association (CTx)	\$ 0
CTx Spring Meeting	\$50
CTx Fall Meeting	\$50

Our annual conference has been postponed again. My registration has been paid from a previous year's budget.

Effective 1/1/2021, the Office of Policy & Management (OPM)

Will be instituting requirements for continuing education for

Tax collectors. This will require 50 hours every 5 years.

Some of these hours will be inclusive of current meetings and Seminars already in budgeted items. It is possible that additional line items may be necessary in the future.

LI 53010 Supplies: \$100

There is need for #9 blue return envelopes that are used extensively for return payments and forms.

We are in need of a new date stamp; ours expires at the end of 2021.

LI 54060 Office Equipment: \$0

TOWN OF WATERFORD
PERSONNEL WORKSHEET - DEPARTMENT NAME
2021/2022 FISCAL YEAR

LINE 51920

DATE OF HIRE	POSITION	HOURS WORKED/ WEEK	HOURLY RATE	PREV YR SALARY 2020/2021	SALARY 2021/2022	LONGEVITY	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (FICA)
51010 - Elected Officials								
2/17/2015	Tax Collector	40		85,262	86,286		86,286	6,601
	Total Elected Officials			85,262	86,286		86,286	6,601
51210 - Clerical/Technical								
Diana Wall	Accounts Receivable Clerk							
7/3/2017	AS-8, Step 7	35	29,563	51,464	54,013	250	54,263	4,151
Original Hire Date 3/30/2009			28,2767					
Laura Brackett	Accounts Receivable Clerk							
3/8/2015	AS Non-Union							
	35 Weeks @ Step 3.5	19	24,977	15,501	16,611		16,611	1,271
	17 Weeks @ Step 4	19	25,604	7,717	8,271		8,271	633
N/A	Seasonal Clerk							
	July - 23 days FT (7/1/21-8/3/21)	35	12,807	2,058	2,062		2,062	158
	January - 22 Days PT (1/3/22-2/2/22)	20	12,807	1,029	1,127		1,127	86
N/A	Seasonal Clerk							
	July 24 Days PT (7/1/19-8/2/19)	20	12,25	0	0			
	Total Clerical/Technical			77,769	82,084		82,334	6,299
51810 - OVERTIME								
	Accounts Receivable Clerk			0	0		0	0
	Total Overtime			0	0		0	0
	Total Department			163,031	168,370		168,620	12,900
WORKDAYS	WEEKS TO BUDGET							

Line Item	Description	1999-2000	2000-2001	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09
		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
		7	0	0	0	0	0	0	1,000	1,100	750
OFFICE EQUIPMENT											
54060	OFFICE EQUIPMENT										
	SUBTOTAL	315	0	0	0	0	0	0	0	1,113	0
		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
	DEPARTMENT TOTAL	214,800	223,134	239,596	253,057	218,754	197,287	202,947	201,896	196,676	202,503

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	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
51010	ELECTED OFFICIALS	85,262	86,286					
51210	CLERICAL/TECHNICAL	77,769	82,334					
51810	OVERTIME	0	0					
51920	F.I.C.A.	12,478	12,900					
	SUBTOTAL	175,509	181,520					
	SERVICES							
52010	ADVERTISING	700	700					
52020	POSTAGE	6,000	6,000					
52030	PROFESSIONAL FEES	21,832	22,214					
52040	SERVICE CONT. & REPAIR	1,350	1,178					
52050	DUES, CONF. & EDUCATION	685	195					
	SUBTOTAL	30,567	30,287					
	MATERIALS & SUPPLIES							
53010	OFFICE SUPPLIES	30	100					
	SUBTOTAL	30	100					
	OFFICE EQUIPMENT							
54060	OFFICE EQUIPMENT	50	0					
	SUBTOTAL	50	0					
	DEPARTMENT TOTAL	206,156	211,907					

	Motor Vehicle	93.90%	94.40%	93.70%	94.90%	96.70%	97.10%	96.40%	96.20%	95.90%	95.90%	94.30%	94.70%	95.20%	95.40%	96.30%	96.38%	96.39%	96.47%	96.20%
	MV Supp	81.20%	81.10%	77.00%	80.00%	73.70%	74.60%	77.50%	76.10%	73.90%	76.60%	74.10%	72.00%	75.20%	74.40%	71.70%	66.22%	71.45%	64.83%	64.76%
	Total	97.50%	97.70%	91.80%	91.40%	89.20%	92.00%	91.70%	97.20%	97.80%	96.70%	97.70%	97.30%	98.10%	98.00%	97.20%	95.67%	97.48%	96.85%	97.03%
February	Real Estate	98.4%	98.20%	96.00%	95.90%	95.70%	95.90%	96.00%	97.60%	98.30%	97.70%	98.20%	98.10%	98.50%	98.70%	98.70%	98.58%	98.60%	98.55%	98.85%
	Personal Prop	98.7%	99.80%	78.70%	78.50%	78.50%	82.90%	79.90%	99.90%	99.90%	99.90%	99.70%	99.80%	99.60%	99.60%	99.60%	99.75%	99.76%	99.83%	99.88%
	Motor Vehicle	94.8%	95.00%	94.60%	95.60%	97.00%	97.40%	96.70%	96.60%	96.30%	96.60%	95.40%	95.20%	95.70%	95.80%	96.80%	96.60%	96.63%	96.81%	96.62%
	MV Supp	87.2%	86.50%	84.90%	85.50%	83.50%	80.80%	83.20%	82.00%	83.10%	84.50%	82.70%	80.10%	80.90%	79.60%	83.40%	82.40%	83.86%	83.95%	83.48%
	Total	98.1%	98.30%	92.60%	92.30%	92.10%	93.10%	92.40%	97.90%	98.50%	98.00%	98.30%	98.30%	98.60%	98.60%	98.70%	98.67%	98.70%	98.70%	98.90%
March	Real Estate	98.7%	98.50%	96.30%	96.20%	96.30%	96.30%	96.40%	98.20%	98.40%	98.00%	98.40%	98.40%	98.80%	98.90%	98.90%	98.84%	98.84%	99.05%	99.07%
	Personal Prop	98.8%	99.80%	78.70%	78.50%	78.50%	82.90%	79.90%	99.90%	99.90%	99.90%	99.70%	99.80%	99.60%	99.60%	99.60%	99.75%	99.76%	99.86%	99.89%
	Motor Vehicle	95.3%	95.60%	96.50%	96.00%	97.40%	97.80%	97.30%	97.10%	97.10%	97.30%	96.10%	96.10%	96.30%	96.30%	97.40%	96.94%	97.08%	97.17%	97.14%
	MV Supp	89.3%	89.10%	88.40%	89.20%	88.10%	89.90%	89.20%	86.80%	87.90%	88.50%	88.70%	85.60%	87.40%	87.40%	89.40%	87.47%	88.36%	89.18%	87.62%
	Total	98.4%	98.50%	93.00%	92.60%	92.60%	93.40%	92.80%	98.50%	98.60%	98.30%	98.60%	98.60%	98.80%	98.90%	99.00%	98.90%	98.92%	99.10%	99.11%
April	Real Estate	99.0%	98.70%	96.70%	96.60%	96.60%	96.60%	96.90%	98.70%	98.70%	98.30%	98.80%	98.60%	99.00%	99.10%	99.10%	98.98%	98.98%	99.23%	99.22%
	Personal Prop	98.8%	99.90%	79.00%	78.50%	78.50%	82.90%	79.90%	100.00%	99.90%	99.90%	99.70%	99.80%	99.60%	99.60%	99.60%	99.75%	99.76%	99.86%	99.89%
	Motor Vehicle	96.0%	96.10%	96.90%	96.50%	97.60%	98.00%	97.60%	97.50%	97.40%	97.70%	97.20%	97.40%	96.60%	96.60%	97.60%	97.48%	97.39%	97.61%	97.45%
	MV Supp	91.1%	91.00%	89.50%	91.50%	89.80%	91.90%	90.60%	90.30%	89.80%	90.90%	90.70%	87.80%	89.20%	89.50%	91.60%	90.98%	89.58%	91.37%	89.43%
	Total	98.7%	98.70%	93.30%	92.90%	92.80%	93.70%	93.10%	98.90%	98.90%	98.60%	98.90%	98.80%	99.00%	99.00%	99.10%	99.05%	99.04%	99.26%	99.24%
May	Real Estate	99.1%	98.90%	96.80%	96.70%	96.80%	96.60%	97.00%	98.80%	98.80%	98.80%	99.00%	98.80%	99.10%	99.10%	99.10%	99.15%	99.18%	99.38%	99.31%
	Personal Prop	99.0%	99.90%	79.00%	78.50%	78.50%	82.90%	79.90%	100.00%	99.90%	99.90%	99.70%	99.80%	99.60%	99.60%	99.60%	99.80%	99.79%	99.92%	99.89%
	Motor Vehicle	96.6%	96.50%	97.20%	97.20%	98.00%	98.20%	97.80%	97.70%	97.70%	98.00%	97.70%	97.70%	97.00%	97.90%	97.80%	97.75%	97.94%	97.99%	97.89%
	MV Supp	92.6%	92.30%	90.50%	93.00%	92.30%	93.50%	91.40%	92.30%	92.10%	92.60%	92.20%	89.60%	91.30%	92.40%	92.30%	93.20%	92.46%	92.11%	90.91%
	Total	98.9%	98.90%	93.40%	93.00%	93.00%	93.80%	93.20%	99.00%	99.00%	98.90%	99.00%	98.90%	99.10%	99.20%	99.20%	99.21%	99.23%	99.40%	99.33%
June	Real Estate	99.1%	98.90%	96.90%	96.80%	96.90%	96.70%	98.60%	98.90%	98.90%	98.90%	98.90%	98.90%	99.20%	99.20%	99.22%	99.24%	99.45%	99.43%	99.42%
	Personal Prop	99.0%	99.90%	79.00%	78.50%	78.50%	82.90%	85.00%	100.00%	99.90%	99.90%	99.70%	99.80%	99.60%	99.70%	99.64%	99.80%	99.79%	99.92%	99.89%
	Motor Vehicle	96.6%	96.80%	97.50%	97.40%	98.20%	98.30%	97.90%	98.00%	98.00%	98.20%	98.00%	97.80%	97.60%	98.00%	98.04%	97.95%	98.09%	98.24%	98.04%
	MV Supp	92.6%	93.10%	91.20%	93.40%	94.20%	94.50%	92.20%	93.40%	93.20%	93.00%	92.70%	90.20%	92.00%	93.20%	93.12%	94.28%	93.29%	93.33%	92.30%
	Total	98.9%	98.90%	93.50%	93.10%	93.10%	93.80%	95.70%	99.00%	99.10%	99.00%	99.00%	99.00%	99.20%	99.20%	99.23%	99.29%	99.43%	99.46%	99.43%



U.S. BUREAU OF LABOR STATISTICS

Economic News Release



Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U. S. city average, by expenditure category

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U.S. city average, by expenditure category, October 2020

[1982-84=100, unless otherwise noted]

Expenditure category	Relative importance Sep. 2020	Unadjusted indexes			Unadjusted percent change		Seasonally adjusted percent change		
		Oct. 2019	Sep. 2020	Oct. 2020	Oct. 2019- Oct. 2020	Sep. 2020- Oct. 2020	Jul. 2020- Aug. 2020	Aug. 2020- Sep. 2020	Sep. 2020- Oct. 2020
All items	100.000	257.346	260.280	260.388	1.2	0.0	0.4	0.2	0.0
Food	14.084	259.632	269.163	269.828	3.9	0.2	0.1	0.0	0.2
Food at home	7.781	242.340	251.369	251.937	4.0	0.2	-0.1	-0.4	0.1
Cereals and bakery products	1.004	276.470	284.416	284.740	3.0	0.1	-0.2	0.0	0.3
Meats, poultry, fish, and eggs	1.743	250.592	265.386	265.796	6.1	0.2	-1.7	-0.4	0.4
Dairy and related products	0.789	220.738	230.656	229.155	3.8	-0.7	1.5	-0.5	-0.9
Fruits and vegetables	1.341	301.318	306.249	309.071	2.6	0.9	0.2	-0.4	0.1
Nonalcoholic beverages and beverage materials	0.933	170.842	177.848	178.400	4.4	0.3	0.1	-0.8	-0.1
Other food at home	1.972	211.492	218.358	218.758	3.4	0.2	0.5	-0.6	0.3
Food away from home⁽¹⁾	6.304	286.791	297.080	297.893	3.9	0.3	0.3	0.6	0.3
Energy	6.182	216.351	198.858	196.458	-9.2	-1.2	0.9	0.8	0.1
Energy commodities	3.034	240.279	199.741	196.835	-18.1	-1.5	2.0	-0.1	-0.5
Fuel oil	0.073	282.534	201.474	202.805	-28.2	0.7	3.9	-5.3	-0.3
Motor fuel	2.903	236.346	196.756	193.647	-18.1	-1.6	2.0	0.1	-0.6
Gasoline (all types)	2.841	235.168	195.888	192.792	-18.0	-1.6	2.0	0.1	-0.5
Energy services	3.148	202.556	207.454	205.445	1.4	-1.0	-0.2	1.6	0.8
Electricity	2.472	212.829	218.395	215.570	1.3	-1.3	-0.2	0.9	1.2

Footnotes

(1) Not seasonally adjusted.

(2) Indexes on a December 1982=100 base.

(3) Indexes on a December 1996=100 base.

THE DAY PUBLISHING COMPANY
PO BOX 1231
47 EUGENE O'NEILL DRIVE
NEW LONDON, CT 06320-1231

ACCOUNT NUMBER	CUSTOMER	BILLING PERIOD
D93094	WATERFORD - TOWN OF/ TAX COLLECTOR	07/01/20-07/31/20
Client		PAGE NUMBER
		Page 1 of 1
CURRENT	OVER 30 DAYS	60 AND OVER
\$ 218.40	\$ 0.00	\$ 0.00
		TOTAL DUE
		\$ 218.40

WATERFORD - TOWN OF/ TAX COLLECTOR
ATTN: ALAN WILENSKY
15 ROPE FERRY ROAD
WATERFORD, CT 06385

Is your digital marketing really working? For a FREE comprehensive digital audit call Aaron Witko at 860-701-4332 today!

CHECK NUMBER

AMOUNT PAID

THANK YOU FOR YOUR BUSINESS!
PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	DESCRIPTION	PUBLICATIONS	REFERENCE #/ PO #	SIZE/LINES or QTY	GROSS AMOUNT	OTHER	NET AMOUNT
	Previous Balance						\$109.20
07/14/20	PAYMENT RECEIVED - THANK YOU		300092				(\$109.20)
07/09/20	Taxpayers	WFD	D00866515	2x4 8.00			\$109.20
07/30/20	Taxpayers	WFD	D00866515	2x4 8.00			\$109.20
APPROVED FOR PAYMENT ACCT# <u>10106 - 52010 Advert</u> AMOUNT <u>218.40</u> FISCAL YEAR <u>2021</u> SIGNATURE <u>Alan Wilensky</u> DATE <u>8/10/2020</u>							

Day Publishing Company
Community Classifieds - Toll Free
Day Publishing Company - Toll Free

860-442-2200
800-582-8296
800-542-3354

Accounting Fax 860-437-7504
Advertising Fax 860-437-8780
Classified Fax 860-442-5443

BILLING PERIOD	ACCOUNT NUMBER	CUSTOMER/CLIENT	
07/01/20-07/31/20	D93094	WATERFORD - TOWN OF/ TAX COLLECTOR	
CURRENT DUE	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 218.40	\$ 0.00	\$ 0.00	\$ 218.40

Payment Terms - Net End of Month A FINANCE CHARGE OF 1.5% PER MONTH ON ACCOUNTS NOT PAID WITHIN THE MONTH FOLLOWING PUBLICATION

Professional Fees Breakdown FY 2022 (QDS)

Professional Fees	2022	2021	Increase/Decrease	
QDS Software Support	\$6,950.00	\$6,750.00	\$200.00	
Qsearch-Tax Bill Web Hosting	\$2,625.00	\$2,550.00	\$75.00	
DRaaS-Cloud Service Backup	\$462.00	\$462.00	\$0.00	
	\$10,037.00	\$9,762.00	\$275.00	
Validator Hardware Maintenance	\$450.00	\$450.00	\$0.00	
Setup Charge	\$100.00	\$100.00	\$0.00	
June Real Estate Billing (5100)	\$1,111.80	\$1,081.20	\$30.60	LY 5,100
June Motor Vehicle Bills (11,550)	\$2,517.90	\$2,448.30	\$69.60	LY 11,550
June Personal Property Bills (1150)	\$250.70	\$243.80	\$6.90	LY 11,550
June CASI & NCOA	\$75.00	\$75.00	\$0.00	
June Mailing Costs (17,800)	\$1,958.00	\$1,913.50	\$44.50	LY 17,800
June QNest	\$400.00	\$400.00	\$0.00	
June EZ-Track USPS Tracking System	\$100.00	\$100.00	\$0.00	
June Mailing Envelopes, Preprinted (17,800)	\$623.00	\$605.20	\$17.80	LY 17,800
June Return Envelopes, Preprinted (17,800)	\$694.20	\$676.40	\$17.80	LY 17,800
June First Class Postage (17,800)	\$7,298.00	\$7,262.40	\$35.60	LY 17,800
June Insert (Brochure)(17,800)	\$1,566.40	\$1,530.80	\$35.60	LY 17,800
December CASI & NCOA	\$75.00	\$75.00	\$0.00	
December Mailing Costs (2750)	\$302.50	\$284.88	\$17.62	LY 2,650
December EZ-Track USPS Tracking	\$50.00	\$50.00	\$0.00	
December Mailing Envelopes (2750)	\$96.25	\$90.10	\$6.15	LY 2,650
December Return Envelopes (2750)	\$107.25	\$100.70	\$6.55	LY 2,650
December First Class Postage (2750)	\$1,127.50	\$1,081.20	\$46.30	LY 2,650
December Insert (Brochure)(2750)	\$113.30	\$106.00	\$7.30	LY 2,650
December 2020 Motor Vehicle Supp (2750)	\$599.50	\$561.80	\$37.70	LY 2,650
Final Posted Rate Books	\$1,600.00	\$1,600.00	\$0.00	
Binding Final Posted Rate Books	\$225.00	\$225.00	\$0.00	
				Inc/Dec
Total	\$21,441.30	\$21,061.28	\$380.02	1.80%



Quality Data Service, Inc.

121 Mattatuck Heights Rd
Waterbury, CT 06705

Budget Letter 2021-22

Date	Letter #
11/30/2020	2020E3191

Name / Address

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

Contact	Leo DiNicola
Phone #	2037559031
Fax #	203-574-4360
e-mail	LEO@QDS.BIZ
Cellphone #	203-910-2316

Description of Services

Software Services

Annual Software Support Fee - Revenue Collection Software	1	6,950.00	-
Annual Subscription Fee - QSearch - Tax Records Web Hosting Service	1	2,625.00	-
Annual Hardware Maintenance Plan - Epson TMU675 validator	2	450.00	-
DRaaS - Disaster recovery as a service	84	462.00	-

Printing Services

Setup Charge	1	100.00	-
Jun - Printing and Processing RE Bills Including Banks	5,100	1,111.80	-
Jun - Printing and Processing MV Bills	11,550	2,517.90	-
Jun- Printing and Processing PP Bills	1,150	250.70	-
Dec - Printing and Processing MVS Bills	2,750	599.50	-

Book Services

Final Posted Ratebook per CT State Statutes	3	1,600.00	-
Binding Final Posted Books	3	225.00	-
Subtotal - CONTRACTED SERVICE		16,891.90	-

www.qds.biz

Grand Total

\$16,891.90

Review this letter carefully - call if
items need to be removed or added -
Sign and return promptly

Customer Acceptance Signature: _____

Print Name and Title: _____

Customer Acceptance Date: _____

PO #: _____

Enter Total based on options chosen



Quality Data Service, Inc.

121 Mattatuck Heights Rd
Waterbury, CT 06705

Budget Letter 2021-22

Date	Letter #
11/30/2020	2020E3192r

Name / Address

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

Contact	Leo DiNicola
Phone #	2037559031
Fax #	203-574-4360
e-mail	LEO@QDS.BIZ
Cellphone #	203-910-2316

Description of Services

	<u>Est Qty</u>	<u>Total</u>
Mailing Services		
Jun - CASI certify File	1	75.00
Jun - Fold, Meter, Insert, Tray, Strap and Deliver Mail to Post Office for mailing Bills (RE, PP, MV)	17,800	1,958.00
Jun - QNest Services - QDS patented service that allows Nesting of Real Estate and Motor Vehicle Bills into 1 envelope - Potential 30%-40% reduction in RE bills mailed	1	400.00
Jun - EZ-Track USPS Mail tracking system for each individual mailings using QDS	1	100.00
Permit - rate based on pieces processed		
Jun - #10 Mailing Envelopes 24# WW - 1 sided	17,800	623.00
Jun - #9 Return Envelope (BRE) - 1 Sided - Color BLUE Envelope	17,800	694.20
Jun - 1st Class Postage - CASS Certified Rates - 2% announced rate increases 1/1/2020	17,800	7,298.00
Jun - TRIFOLD BROCHURE - 8 1/2 x 11 Insert, Black Ink, Color Paper, 24lb, duplex - includes tri-fold and inserting with tax bills	17,800	1,566.40
Subtotal JUNE		12,714.60
Dec - CASI certify File	1	75.00
Dec - Fold, Meter, Insert, Tray, Strap and Deliver Mail to Post Office for mailing Bills	2,750	302.50
Dec - EZ-Track USPS Mail tracking system for each individual mailings using QDS	1	50.00
Permit		
Dec - #10 Envelopes 24# WW - 1 sided	2,750	96.25
Dec - #9 Return Envelope (BRE) - 1 Sided - Color envelopes - Black Ink	2,750	107.25
Dec - SLIP INSERT - 8 1/2 x 3 1/3 Bucksip Insert, Black Ink, Yellow Paper, 24lb, single - includes inserting with tax bills	2,750	113.30

www.qds.biz

Grand Total

Review this letter carefully - call if items need to be removed or added - Sign and return promptly

Customer Acceptance Signature: _____

Print Name and Title: _____

Customer Acceptance Date: _____

PO #:

Enter Total based on options chosen



Quality Data Service, Inc.

121 Mattatuck Heights Rd
Waterbury, CT 06705

Budget Letter 2021-22

Date	Letter #
11/30/2020	2020E3192r

Name / Address

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

Contact	Leo DiNicola
Phone #	2037559031
Fax #	203-574-4360
e-mail	LEO@QDS.BIZ
Cellphone #	203-910-2316

Description of Services

	<u>Est Qty</u>	<u>Total</u>
Dec - 1st Class Postage* - CASS Certified Rates - 2% announced rate increases 1/1/2020	2,750	1,127.50
Subtotal DECEMBER		1,871.80

~~~~~ CHANGE ORDER ~~~~~

December 1, 2020

> Decreased quantity of Envelopes #10-Single from 2,800 to 2,750. Decreased price  
of Envelopes #10-Single from \$98.00 to \$96.25. (-\$1.75)

> Decreased quantity of #9-Single-Color from 2,800 to 2,750. Decreased price of  
#9-Single-Color from \$109.20 to \$107.25. (-\$1.95)

> Decreased price of Subtotal from \$1,875.50 to \$1,871.80. (-\$3.70)

Total change to estimate -\$3.70

~~~~~

www.qds.biz

Grand Total

\$14,586.40

Review this letter carefully - call if
items need to be removed or added -
Sign and return promptly

Customer Acceptance Signature: _____

Print Name and Title: _____

Customer Acceptance Date: _____

PO #: _____

Enter Total based on options chosen

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

Invoice #: 717-2020_6

Date: 6/30/2020

Product ID	Description	Quantity	Price	Total
------------	-------------	----------	-------	-------

Product ID	Description	Quantity	Total
------------	-------------	----------	-------

79	Encrypted Reader License Fee -	2	\$30.00
----	--------------------------------	---	---------

Total Amount: \$30.00

Due Date: 7/10/2020

Balance Due: **\$30.00**

We're excited to announce enhancements to your monthly statement.
In the coming months, you'll see a new statement that includes breakdowns by
Invoice Type as well as the ability to review and extract details from within your Biller Portal.

For Service Period of 06/01/2020 through 6/30/2020

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



STATE OF CONNECTICUT

DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, Connecticut 06161
ct.gov/dmv



Invoice

BILL TO
Waterford Tax Collector 15 Rope Ferry Road Waterford, CT 06385

DATE	INVOICE #
6/16/2020	3415

DUE DATE

7/17/2020

DESCRIPTION

QTY

AMOUNT

-- PAYMENT DUE UPON RECEIPT --

PERIOD COVERED: 7/01/20 TO 06/30/21

YEARLY 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
3RD FLOOR/FISCAL SERVICES RM 327
60 STATE STREET
WETHERSFIELD, CT 06161

APPROVED FOR PAYMENT

ACCT# 10106-52030 Prof Fees

AMOUNT 250.00

FISCAL YEAR 2021

SIGNATURE [Signature]

DATE 7-2-2020

Please return one copy of invoice with payment.

Total \$250.00

Payments/Credits \$0.00

Balance Due \$250.00

Alan Wilensky

From: Whitepages <reply@email-whitepages.com>
Sent: Thursday, February 21, 2019 1:27 PM
To: Alan Wilensky
Subject: Thank you for your order!

whitepages PREMIUM

You're premium now.

Hi Rawle,

Thanks for your order! You now have access to our industry-leading data with Whitepages Premium.

Start searching

Order Details

Product: Annual Premium Membership

Order Number: A-S03454137

Payment Method: CreditCard

Cost: \$29.99 + Tax

Log in to Whitepages to view your online receipt. Have questions about your account or Premium services? Visit our online help center.



CONNECTICUT TAX COLLECTORS' ASSOCIATION, INC.
ANNUAL DUES MEMBERSHIP INVOICE – 2019
PAYMENT DUE UPON RECEIPT

Make checks payable to: Connecticut Tax Collectors' Association, Inc.

Please duplicate this form as necessary for others in your office or organization. You may also find this form on our web site: www.ct-tax.org Click on CTX Membership Resources

Please mail remittance with this completed form to:

Philip Damato, CCMC, Assistant Treasurer
c/o Wilton Tax Collector's Office
238 Danbury Road, Wilton CT 06897
Phone: (203) 563-0127 Fax#: (203) 563-0293
Phil.damato@wiltonct.org

Schedule of Dues: Tax Collector: \$75.00 Assistants, Deputies and Staff: \$50.00 Associates: \$50.00
Retired Members: \$5.00 (Voluntary Contribution to remain on CTx mailing lists)

Regular membership (voting membership) is open to all persons serving as the tax collector, assistant tax collector all staff members working in any city, town or borough of the State of Connecticut. Associate memberships (non-voting membership) are open to those who subscribe to the purpose of the Corporation. Upon application such persons as may be approved by the Board of Directors of the Association.

MEMBER NAME: ALAN Winensky TOWN CODE: 152
TITLE: Tax Collector COUNTY: New London
CCMC? Circle YES OR NO If YES, please enter YEAR OF CERTIFICATION: 2018
EMPLOYER (TOWN OR CITY): Town of Waterford
STREET ADDRESS: 15 Rope Ferry Road P O BOX#: _____
CITY, STATE, ZIP CODE: Waterford Ct 06385
OFFICE PHONE NUMBER: 860-444-5815 FAX NUMBER: _____
HOURS/DAYS OF OPERATION: 8:00 - 4:00 Mon - Friday
E-MAIL ADDRESS: awinensky@waterfordct.org
FOR COLLECTORS/STAFF ONLY: ARE YOU ELECTED OR HIRED? Elected
SOFTWARE VENDOR: QDS
ORIGINAL EMPLOYMENT DATE OF TAX/REVENUE COLLECTION WORK: 2-13-2015

NEW LONDON COUNTY TAX COLLECTOR'S ASSOCIATION

Annual Dues Statement
for 2019.

2019 dues:

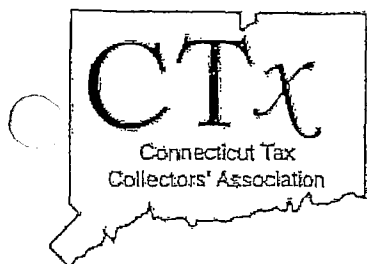
Member \$20.00

Retired \$5.00

APPROVED FOR PAYMENT

ACCT# 10106 - 52050 Dues
AMOUNT 20.00
FISCAL YEAR 2019
SIGNATURE *Amy Snell*
DATE 2-28-19

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



FALL MEETING
THURSDAY, November 14, 2019
AQUA TURF, SOUTHLINGTON
(WAGON ROOM)



AGENDA:

- 8:30 **REGISTRATION**COFFEE**JUICE**PASTRY**FRUIT**TEA CUP AUCTION
Please bring an item for the auction
- 9:15 **WELCOME**COMMITTEE REPORTS**COUNTY REPORTS**
** CCMC CERTIFICATE PRESENTATION**
- 9:45 Legislative Update: Presented by: Mike Dugan, President, Capitol Consulting, LLC, and
Legislative Committee Co-Chairs Bill Donlin and Dave Kluczowski
- 10:30 Employment Law - The Rights and the Wrongs; Presented by Attorney Frederick Dorsey,
Kainen, Escalera and McHale
- 12:00 ***LUNCHEON*** GARDEN SALAD, PENNE BOLOGNESE, BROCCOLI POLANAISE, BAKED
STUFFED POTATO, CHOCOLATE MOUSSE

CHOICE OF ENTREES:

New York Strip Steak
Chicken Valdestone
(Sauteed breaded chicken breast topped with mozzarella and marsala wine demi-glace)
Baked Scrod
Vegetarian Lasagna

EXECUTIVE BOARD & EDUCATION COMMITTEE MEETING FOLLOWING LUNCH

\$42.00 COST PER PERSON (dues paying member) (RESERVATIONS DUE BY October 31, 2019)

\$45.00 PER PERSON (all non members) (RESERVATIONS DUE BY October 31, 2019)

NO REFUNDS IF CANCELLED AFTER October 31, 2019;

NO RESERVATIONS ACCEPTED AFTER October 31, 2019;

NO EXCEPTIONS

MAIL RESERVATION FORM AND CHECK PAYABLE TO CTx ASSOCIATION, BY October 31, 2019 TO:

Reservation forms can be emailed to klarkins@darlenct.gov or FAXed to (203) 656-7380

(One form for each person)

Kathy Larkins
Darien Tax Office
PO Box 1252
Darien, CT 06820

***NO REGISTRATION WILL BE ACCEPTED IF YOU HAVE AN OUTSTANDING
BALANCE FROM A PRIOR EVENT - NO EXCEPTIONS***

NAME ALAN Winiwsky
TOWN WATERBURY

CHECK LUNCHEON CHOICE:

NY STRIP _____
CHICKEN ✓
FISH _____
VEGETARIAN _____



PLEASE RETURN THIS ENTIRE PAGE (OR A COPY) FOR EACH PERSON ATTENDING.



Telephone 1-800-333-5770
Fax : 1-401-365-6325

INVOICE

INVOICE NO.	INVOICE DATE	ORDER NO.	ORDER DATE
744789	10/29/18	682783	10/26/18
CUST NO.	SHIP DATE	TAX	PAGE
400540	10/26/18	3	1

PLEASE REMIT TO:
PO BOX 1701,PAWTUCKET, RI 02862-1656

WATERFORD, TOWN OF
15 ROPE FERRY RD
WATERFORD, CT 06385

WATERFORD, TOWN OF
15 ROPE FERRY RD
WATERFORD, CT 06385

CUSTOMER P. O. NO.						SALES REP		SHIP VIA		TERMS	
ERBAL						STEVE SWIADER		+STEVE S		Net 30	
PRODUCT CODE	QUANTITY ORDERED	QUANTITY SHIPPED	BACK ORDERED	UNIT	DESCRIPTION			PRICE / UNIT	T X	EXTENDED PRICE	
EN009BL	500	500		EA	9-24 BLUE REGULAR SPRINGHILL			31.87 M		15.94	
APPROVED FOR PAYMENT ACCT# <u>10106-53010</u> <u>Supplier</u> AMOUNT <u>15.94</u> FISCAL YEAR <u>2019</u> SIGNATURE <u>[Signature]</u> DATE <u>11-5-18</u>											

TOTAL PIECES SHIPPED	500
TOTAL WEIGHT	10
TOTAL CUBE	500

WAREHOUSE

SUBTOTAL	15.94
FREIGHT	
MISC	
TAX 6.35 %	

INVOICE
TOTAL

15.94

Central Paper FSC ID# SCS-COC-001739

Only the products that are identified as such on this document are FSC Certified. CUSTOMER COPY

See all photos + Add to



Edit & Create Share Print ...



Search



WATERFORD, CT 06395-2806 US
Rawle Dummelt
850-444-5842
Edit address

FY18/181002
PO Release

Submit Order

Custom delivery date

If you would like to choose a different date than is shown for the item in your cart, click the link below.

[Select custom delivery date](#)

1 item in cart

Delivery



Edit

2000 Plus 2460 Custom Heavy Duty Self-Inking Date Stamp, 5 Lines Rectangular, 2.25"W x 1"H
[Customized Text]

Item # 556227 : MFR # 1502460/02460

☒ Delivery [\[Check delivery date\]](#)

Pending ship note

1 @ \$64.60 1/EA

\$64.60

\$64.60

