

**Regular Meeting of the  
Probate Court Budget Committee  
Minutes**

**Wednesday, June 11, 2025  
5:00 p.m.**

**Office of the Probate Court Administrator  
186 Newington Road  
West Hartford, CT 06110**

The meeting was called to order by Probate Court Administrator and Chair Beverly K. Streit at 5:05 p.m.

**Members Present**

Probate Court Administrator and Chair Beverly K. Streit, Judges Fred J. Anthony and Michael R. Brandt.

**Public Comment and Correspondence**

Judge Evelyn Daly, Judge of the Farmington Regional Probate Court, offered comments.

There was correspondence from Judge Evelyn M. Daly (PD10), Judge Sean Michael Peoples (PD06) and Judge Katherine Caulfield (PD49).

**Remarks by the Chair**

None.

**Compensation Plan Adjustments**

Chair Streit summarized the proposal for the 3% merit increase for court staff, subject to the applicable formula considerations and to be reflected in the July 10, 2025 paychecks. A motion was made by Judge Anthony to approve the merit pay increase as presented. Judge Brandt seconded the motion. Chair Streit called for a vote. The motion carried unanimously.

**Staffing Level Adjustments**

Chair Streit addressed the correspondence submitted by Farmington Regional Probate Court by Judge Evelyn m. Daly. The court requested an increase in approved benchmark staffing level from 3.9 FTE to 4.5 FTE. Chair Streit is not recommending approval of the Farmington Regional Probate Court request. A motion was made by Judge Brandt to deny the request and Judge Anthony seconded. After discussion and vote, the motion carried unanimously.

Chair Streit then addressed the correspondence submitted by Glastonbury-Hebron Probate Court Judge Sean Michael Peoples requesting a .2 FTE increase to benchmark. The change would add a full-time Clerk position (1.0 FTE) and reduce the Assistant Clerk benchmark from 1.3 FTE to .5 FTE. Chair Streit is recommending the request. Judge Brandt moved and Judge Anthony seconded. The motion carried unanimously.

Chair Streit then addressed the correspondence submitted by Fairfield Probate Court Judge Katherine Caulfield requesting a reallocation of benchmark hours among the Chief Clerk, Clerk, and Assistant Clerk positions but no change to total benchmark. Chair Streit is recommending a staffing level adjustment for the Chief Clerk to 1.0 FTE (currently .9 FTE), Clerk to 1.0 FTE (currently .9 FTE)

and Assistant Clerk to 2.3 FTE (currently 2.5 FTE). Judge Anthony moved and Judge Brandt seconded approval of the change. The motion carried unanimously.

### **Other Business**

Chair Streit presented a revision to the New London Probate Court FY 2026 Office Expense Budget. There was an error on the budget presented and approved at the March 4, 2025 Budget Committee meeting. Judge Brandt moved to approve, and Judge Anthony seconded. After a vote, the motion carried unanimously.

### **Adjournment**

With no further business before the committee, Chair Streit called for a motion to adjourn. The motion was moved by Judge Brandt and seconded by Judge Anthony. The motion carried unanimously, and the meeting adjourned at 5:43 p.m.

Respectfully submitted,  
Catherine E. Topper  
HR Manager and Senior Financial Analyst