

Probate Court Budget Committee

Meeting Minutes
Wednesday, March 27, 2019
5:00 p.m.

Library at the Office of the Probate Court Administrator
186 Newington Road, West Hartford, CT

The meeting was convened at 5:06 p.m.

In attendance: Judge Paul Knierim, Probate Court Administrator and Chair, Judge Joseph Marino (by phone), and Judge Fred Anthony (by phone)

Public Comment and Correspondence

None

Remarks by the Chair

Judge Knierim gave an overview of the state budget process. The Appropriations and Finance Committee are currently reviewing the Governor's proposed budget. The committees are expected to report out their recommendations in the beginning of May, after which negotiations between the legislature and administration will commence.

Adopt Fiscal Year 2019-2020 Office Budgets

The committee reviewed the proposed office budgets for the coming fiscal year.

Judge Marino made a motion to approve the fiscal year 2019-2020 Office Budgets as presented. Judge Anthony seconded the motion. Judge Knierim called for a vote and the motion passed unanimously.

Staffing Level Adjustment

Judge Knierim recommended proposed adjustments to staffing for the Hamden-Bethany and Milford-Orange Probate Courts. In both cases, the proposed change is to eliminate a court assistant position and reallocate the hours to assistant clerk or clerk positions. Judge Knierim noted that the committee has approved similar changes to the staff allocation at other courts. The change will help address workload issues because each court will gain an additional staff member who is authorized to sign documents. The overall benchmark staffing at both courts would remain unchanged.

Judge Anthony made a motion to approve the adjustments as presented. Judge Marino seconded the motion. Judge Knierim called for a vote and the motion passed unanimously.

New Business

None

Schedule Next Meeting

The committee will meet on June 12, 2019 at 5:00 p.m.

Adjournment

The meeting adjourned at 5:16 p.m.