

## Connecticut Probate Courts Annual Budget by Court - FY 25

No	Court	FY24 Budget	FY25 Budget	Percent inc/(dec)
PD01	Hartford	2,875	2,950	2.61%
PD02	West Hartford	1,300	1,300	0.00%
PD03	Tobacco Valley	2,725	2,725	0.00%
PD04	Greater Windsor	2,725	2,225	-18.35%
PD05	East Hartford	2,725	2,725	0.00%
PD06	Glastonbury-Hebron	1,700	1,700	0.00%
PD07	Newington	1,275	1,275	0.00%
PD08	Berlin	2,450	2,450	0.00%
PD09	Simsbury Regional	2,275	2,150	-5.49%
PD10	Farmington-Burlington	2,750	2,750	0.00%
PD11	North Central Connecticut	1,750	1,725	-1.43%
PD12	Ellington	1,725	1,225	-28.99%
PD13	Greater Manchester	2,750	2,700	-1.82%
PD14	Region # 14	2,700	2,700	0.00%
PD15	Middletown	2,775	2,750	-0.90%
PD16	Meriden	1,700	1,700	0.00%
PD17	Wallingford	2,725	2,725	0.00%
PD18	Cheshire-Southington	2,100	2,100	0.00%
PD19	Bristol-Plymouth	2,775	3,150	13.51%
PD20	Waterbury	2,825	2,825	0.00%
PD21	Naugatuck	2,725	2,725	0.00%
PD22	Region # 22	2,750	2,725	-0.91%
PD23	Torrington Area	2,750	2,750	0.00%
PD24	Litchfield Hills	2,700	2,700	0.00%
PD25	Tolland-Mansfield	2,400	2,400	0.00%
PD26	Northeast	1,675	1,700	1.49%
PD27	Plainfield-Killingly Regional	1,800	1,800	0.00%
PD28	Windham-Colchester	1,700	2,725	60.29%
PD29	Norwich	2,525	2,525	0.00%
PD30	Southeastern CT Regional	2,750	2,725	-0.91%
PD31	New London	5,245	5,245	0.00%
PD32	Niantic Regional	1,475	1,475	0.00%
PD33	Saybrook	2,775	2,775	0.00%
PD34	Madison-Guilford	2,200	2,500	13.64%
PD35	Branford-North Branford	2,700	2,700	0.00%
PD36	East Haven-North Haven	1,225	1,225	0.00%
PD37	Hamden-Bethany	2,425	2,725	12.37%
PD38	New Haven	27,770	27,745	-0.09%
PD39	West Haven	1,850	1,875	1.35%

**Connecticut Probate Courts  
Annual Budget by Court - FY 25**

No	Court	FY24 Budget	FY25 Budget	Percent inc/(dec)
PD40	Milford-Orange	2,750	1,250	-54.55%
PD41	Derby	2,425	2,425	0.00%
PD42	Shelton	2,150	2,150	0.00%
PD43	Danbury	2,725	2,725	0.00%
PD44	Housatonic	2,725	2,725	0.00%
PD45	Northern Fairfield County	2,725	2,725	0.00%
PD46	Trumbull	2,425	2,025	-16.49%
PD47	Stratford	2,725	2,725	0.00%
PD48	Bridgeport	2,875	2,950	2.61%
PD49	Fairfield	2,700	2,725	0.93%
PD50	Westport	2,725	2,725	0.00%
PD51	Norwalk-Wilton	2,825	2,525	-10.62%
PD52	Darien-New Canaan	2,700	2,700	0.00%
PD53	Stamford	2,600	2,642	1.62%
PD54	Greenwich	1,250	1,250	0.00%
<b>SUBTOTAL - DISTRICTS</b>		<b>156,390</b>	<b>155,157</b>	<b>-0.79%</b>
PD55	New Haven RCPC	144,675	168,800	16.68%
PD56	Central CT RCPC	87,675	92,000	4.93%
PD57	New London RCPC	81,900	87,200	6.47%
PD58	Waterbury RCPC	84,743	84,043	-0.83%
PD59	Northeast RCPC	42,150	94,025	123.07%
PD60	Hartford RCPC	32,625	36,500	11.88%
<b>SUBTOTAL - RCPC's</b>		<b>473,768</b>	<b>562,568</b>	<b>18.74%</b>
<b>TOTAL - ALL COURTS</b>		<b>630,158</b>	<b>717,725</b>	<b>13.90%</b>

**Office Expense Budget**  
**FY 2025 Budget Proposal**  
**July 1, 2024 - June 30, 2025**

District Nos.: 

1-54	1-54
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No. of Employees (Judge and Court Staff) 

311	309
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Description	FY24 Proposed	FY25 Proposed	Budget Committee Assumptions
Educ/Seminars/Mtgs	32,800	32,400	\$600 per district
Dues	7,775	7,725	\$25 per person average (Excludes Probate Assembly, bar & NCPJ dues)
Subscriptions	59,875	58,717	Court proposal, subject to \$1,500 maximum
Other Expenses	55,940	56,315	\$500 per district
<b>TOTAL EXPENSES</b>	<b>156,390</b>	<b>155,157</b>	<b>-0.79%</b>

\*\* Represents number of individuals (not FTE)

**Office Expense Budget**  
**FY 2025 Budget Proposal**  
**July 1, 2024 - June 30, 2025**

RCPC:

District No.: 

55-60	55-60
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No. of Employees (AJ and Court Staff) 

40	42
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Description	FY24 Budget	FY25 Proposed	Budget Committee Assumptions
Rent and Taxes	257,368	302,568	Court proposal
Utilities	35,600	65,400	Court proposal
Office Supplies	40,000	42,500	Court proposal
Office Cleaning	36,000	38,300	Court proposal
Leased Office Equipment	18,600	22,200	Court proposal
Postage Equip/Fees(incl leased equip)	35,400	37,400	Court proposal
Legal Notices and Ads	27,200	29,700	Court proposal
Liability Insurance	11,425	12,575	Court proposal
Education/Seminars/Meetings	6,800	7,000	\$600 per RCPC, plus \$200 per Family Specialist
Dues	1,000	1,050	\$25 per person average (Excludes Probate Assembly, bar & NCPJ dues)
Subscriptions	1,075	1,075	Court proposal, subject to \$1,500 maximum
Other Expenses	3,300	2,800	\$500 per district
<b>TOTAL EXPENSES</b>	<b>473,768</b>	<b>562,568</b>	<b>18.74%</b>

\*\* Represents number of individuals (not FTE)

## Educ/Seminars/Mtg

Budget Committee Meeting - March 6, 2024

No.	District Name	FY25 Budget	Budget Committee Guidelines	Variance over (under) guideline
1	Hartford	600	600	-
2	West Hartford	600	600	-
3	Tobacco Valley	600	600	-
4	Greater Windsor	600	600	-
5	East Hartford	600	600	-
6	Glastonbury-Hebron	600	600	-
7	Newington	600	600	-
8	Berlin	600	600	-
9	Simsbury Regional	600	600	-
10	Farmington-Burlington	600	600	-
11	North Central Connecticut	600	600	-
12	Ellington	600	600	-
13	Greater Manchester	600	600	-
14	Region # 14	600	600	-
15	Middletown	600	600	-
16	Meriden	600	600	-
17	Wallingford	600	600	-
18	Cheshire-Southington	600	600	-
19	Bristol-Plymouth	600	600	-
20	Waterbury	600	600	-
21	Naugatuck	600	600	-
22	Region # 22	600	600	-
23	Torrington Area	600	600	-
24	Litchfield Hills	600	600	-
25	Tolland-Mansfield	600	600	-
26	Northeast	600	600	-
27	Plainfield-Killingly Regional	600	600	-
28	Windham-Colchester	600	600	-
29	Norwich	600	600	-
30	Southeastern CT Regional	600	600	-
31	New London	600	600	-
32	Niantic Regional	600	600	-
33	Saybrook	600	600	-
34	Madison-Guilford	600	600	-
35	Branford-North Branford	600	600	-
36	East Haven-North Haven	600	600	-
37	Hamden-Bethany	600	600	-

## Educ/Seminars/Mtg

Budget Committee Meeting - March 6, 2024

No.	District Name	FY25 Budget	Budget Committee Guidelines	Variance over (under) guideline
38	New Haven	600	600	-
39	West Haven	600	600	-
40	Milford-Orange	600	600	-
41	Derby	600	600	-
42	Shelton	600	600	-
43	Danbury	600	600	-
44	Housatonic	600	600	-
45	Northern Fairfield County	600	600	-
46	Trumbull	600	600	-
47	Stratford	600	600	-
48	Bridgeport	600	600	-
49	Fairfield	600	600	-
50	Westport	600	600	-
51	Norwalk-Wilton	600	600	-
52	Darien-New Canaan	600	600	-
53	Stamford	600	600	-
54	Greenwich	600	600	-
<b>SUBTOTAL</b>		<b>32,400</b>	<b>32,400</b>	<b>-</b>
55	New Haven Regional Children's	1,400	1,400	-
56	Central CT Regional Children's	1,200	1,200	-
57	New London Regional Children's	1,000	1,000	-
58	Waterbury Regional Children's	1,000	1,000	-
59	Northeast Regional Children's	1,000	1,000	-
60	Hartford Regional Children's	1,400	1,400	-
<b>SUBTOTAL</b>		<b>7,000</b>	<b>7,000</b>	<b>-</b>
<b>TOTAL</b>		<b>39,400</b>	<b>39,400</b>	<b>-</b>

## Dues

### Budget Committee Meeting - March 6, 2024

No.	District Name	# of Court Staff for FY25	FY25 Budget	Budget Committee Guidelines	Variance over (under) guideline
1	Hartford	14	350	350	0
2	West Hartford	8	200	200	0
3	Tobacco Valley	5	125	125	0
4	Greater Windsor	5	125	125	0
5	East Hartford	5	125	125	0
6	Glastonbury-Hebron	4	100	100	0
7	Newington	7	175	175	0
8	Berlin	6	150	150	0
9	Simsbury Regional	6	150	150	0
10	Farmington-Burlington	6	150	150	0
11	North Central Connecticut	5	125	125	0
12	Ellington	5	125	125	0
13	Greater Manchester	4	100	100	0
14	Region # 14	4	100	100	0
15	Middletown	6	150	150	0
16	Meriden	4	100	100	0
17	Wallingford	5	125	125	0
18	Cheshire-Southington	4	100	100	0
19	Bristol-Plymouth	7	175	175	0
20	Waterbury	9	225	225	0
21	Naugatuck	5	125	125	0
22	Region # 22	5	125	125	0
23	Torrington Area	6	150	150	0
24	Litchfield Hills	4	100	100	0
25	Tolland-Mansfield	4	100	100	0
26	Northeast	4	100	100	0
27	Plainfield-Killingly Regional	4	100	100	0
28	Windham-Colchester	5	125	125	0
29	Norwich	5	125	125	0
30	Southeastern CT Regional	5	125	125	0
31	New London	5	125	125	0
32	Niantic Regional	6	150	150	0
33	Saybrook	7	175	175	0
34	Madison-Guilford	4	100	100	0
35	Branford-North Branford	4	100	100	0
36	East Haven-North Haven	5	125	125	0

## Dues

Budget Committee Meeting - March 6, 2024

No.	District Name	# of Court Staff for FY25	FY25 Budget	Budget Committee Guidelines	Variance over (under) guideline
37	Hamden-Bethany	5	125	125	0
38	New Haven	9	225	225	0
39	West Haven	7	175	175	0
40	Milford-Orange	6	150	150	0
41	Derby	5	125	125	0
42	Shelton	4	100	100	0
43	Danbury	5	125	125	0
44	Housatonic	5	125	125	0
45	Northern Fairfield County	5	125	125	0
46	Trumbull	5	125	125	0
47	Stratford	5	125	125	0
48	Bridgeport	14	350	350	0
49	Fairfield	5	125	125	0
50	Westport	5	125	125	0
51	Norwalk-Wilton	9	225	225	0
52	Darien-New Canaan	4	100	100	0
53	Stamford	8	200	200	0
54	Greenwich	6	150	150	0
<b>SUBTOTAL</b>		<b>309</b>	<b>7,725</b>	<b>7,725</b>	<b>-</b>
55	New Haven Regional Children's	12	300	300	0
56	Central CT Regional Children's	7	175	175	0
57	New London Regional Children's	5	125	125	0
58	Waterbury Regional Children's	7	175	175	0
59	Northeast Regional Children's	5	125	125	0
60	Hartford Regional Children's	6	150	150	0
<b>SUBTOTAL</b>		<b>42</b>	<b>1,050</b>	<b>1,050</b>	<b>-</b>
<b>TOTAL</b>		<b>351</b>	<b>8,775</b>	<b>8,775</b>	<b>-</b>



# Subscriptions

Budget Committee Meeting - March 6, 2024

No.	District Name	FY25 Budget	Change from previous year
1	Hartford	1,500	-
2	West Hartford	-	-
3	Tobacco Valley	1,500	-
4	Greater Windsor	1,000	<b>(500)</b>
5	East Hartford	1,500	-
6	Glastonbury-Hebron	500	-
7	Newington	-	-
8	Berlin	1,200	-
9	Simsbury Regional	900	<b>(100)</b>
10	Farmington-Burlington	1,500	-
11	North Central Connecticut	500	-
12	Ellington	-	<b>(500)</b>
13	Greater Manchester	1,500	-
14	Region # 14	1,500	-
15	Middletown	1,500	-
16	Meriden	500	-
17	Wallingford	1,500	-
18	Cheshire-Southington	900	-
19	Bristol-Plymouth	1,500	-
20	Waterbury	1,500	-
21	Naugatuck	1,500	-
22	Region # 22	1,500	-
23	Torrington Area	1,500	-
24	Litchfield Hills	1,500	-
25	Tolland-Mansfield	1,200	-
26	Northeast	500	-
27	Plainfield-Killingly Regional	600	-
28	Windham-Colchester	1,500	<b>1,000</b>
29	Norwich	1,300	-
30	Southeastern CT Regional	1,500	-
31	New London	-	-
32	Niantic Regional	225	-
33	Saybrook	1,500	-
34	Madison-Guilford	1,300	<b>300</b>
35	Branford-North Branford	1,500	-
36	East Haven-North Haven	-	-
37	Hamden-Bethany	1,500	<b>300</b>
38	New Haven	1,500	-
39	West Haven	600	-
40	Milford-Orange	-	<b>(1,500)</b>

# Subscriptions

Budget Committee Meeting - March 6, 2024

No.	District Name	FY25 Budget	Change from previous year
41	Derby	1,200	-
42	Shelton	950	-
43	Danbury	1,500	-
44	Housatonic	1,500	-
45	Northern Fairfield County	1,500	-
46	Trumbull	800	<b>(400)</b>
47	Stratford	1,500	-
48	Bridgeport	1,500	<b>500</b>
49	Fairfield	1,500	-
50	Westport	1,500	-
51	Norwalk-Wilton	1,200	<b>(300)</b>
52	Darien-New Canaan	1,500	-
53	Stamford	1,342	<b>42</b>
54	Greenwich	-	-
<b>SUBTOTAL</b>		<b>58,717</b>	<b>(1,158)</b>
55	New Haven Regional Children's	-	(500)
56	Central CT Regional Children's	325	(175)
57	New London Regional Children's	-	(500)
58	Waterbury Regional Children's	500	-
59	Northeast Regional Children's	-	(500)
60	Hartford Regional Children's	250	(550)
<b>SUBTOTAL</b>		<b>1,075</b>	<b>(2,225)</b>
<b>TOTAL</b>		<b>59,792</b>	<b>(3,383)</b>

## Other Expenses

Budget Committee Meeting - March 6, 2024

No.	District Name	FY25 Budget	Budget Committee Guidelines	Variance over (under) guideline	Notes
1	Hartford	500	500	0	
2	West Hartford	500	500	0	
3	Tobacco Valley	500	500	0	
4	Greater Windsor	500	500	0	
5	East Hartford	500	500	0	
6	Glastonbury-Hebron	500	500	0	
7	Newington	500	500	0	
8	Berlin	500	500	0	
9	Simsbury Regional	500	500	0	
10	Farmington-Burlington	500	500	0	
11	North Central Connecticut	500	500	0	
12	Ellington	500	500	0	
13	Greater Manchester	500	500	0	
14	Region # 14	500	500	0	
15	Middletown	500	500	0	
16	Meriden	500	500	0	
17	Wallingford	500	500	0	
18	Cheshire-Southington	500	500	0	
19	Bristol-Plymouth	875	500	375	Kinship & Respite administration costs
20	Waterbury	500	500	0	
21	Naugatuck	500	500	0	
22	Region # 22	500	500	0	
23	Torrington Area	500	500	0	
24	Litchfield Hills	500	500	0	
25	Tolland-Mansfield	500	500	0	
26	Northeast	500	500	0	
27	Plainfield-Killingly Regional	500	500	0	
28	Windham-Colchester	500	500	0	
29	Norwich	500	500	0	
30	Southeastern CT Regional	500	500	0	
31	New London	4,520	500	4,020	Parking
32	Niantic Regional	500	500	0	
33	Saybrook	500	500	0	
34	Madison-Guilford	500	500	0	
35	Branford-North Branford	500	500	0	
36	East Haven-North Haven	500	500	0	
37	Hamden-Bethany	500	500	0	
38	New Haven	25,420	500	24,920	Parking
39	West Haven	500	500	0	
40	Milford-Orange	500	500	0	
41	Derby	500	500	0	
42	Shelton	500	500	0	
43	Danbury	500	500	0	
44	Housatonic	500	500	0	
45	Northern Fairfield County	500	500	0	
46	Trumbull	500	500	0	
47	Stratford	500	500	0	
48	Bridgeport	500	500	0	
49	Fairfield	500	500	0	
50	Westport	500	500	0	
51	Norwalk-Wilton	500	500	0	
52	Darien-New Canaan	500	500	0	
53	Stamford	500	500	0	

## Other Expenses

Budget Committee Meeting - March 6, 2024

No.	District Name	FY25 Budget	Budget Committee Guidelines	Variance over (under) guideline	Notes
54	Greenwich	500	500	0	
<b>SUBTOTAL</b>		<b>56,315</b>	<b>27,000</b>	<b>29,315</b>	
55	New Haven Regional Children's	500	500	0	
56	Central CT Regional Children's	500	500	0	
57	New London Regional Children's	-	500	-500	
58	Waterbury Regional Children's	500	500	0	
59	Northeast Regional Children's	500	500	0	
60	Hartford Regional Children's	800	500	300	Validation stamps for Judges who visit court
<b>SUBTOTAL</b>		<b>2,800</b>	<b>3,000</b>	<b>(200)</b>	
<b>TOTAL</b>		<b>59,115</b>	<b>30,000</b>	<b>29,115</b>	

# Office Expense Budget- Hartford Probate District PD01

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **14** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	350	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,950</b>	3%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- West Hartford Probate Court PD02

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **8** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	200	
Subscriptions	-	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,300</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Tobacco Valley Probate District PD03

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Greater Windsor Probate District PD04

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,000	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,225</b>	-18%

\*\* Represents number of individuals (not FTE); excludes temporary employees



# Office Expense Budget- East Hartford Probate District PD05

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Glastonbury-Hebron Probate District PD06

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **4** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,700</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Newington Probate District PD07

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **7** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	175	
Subscriptions	-	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,275</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Berlin Probate District PD08

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **6** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	150	
Subscriptions	1,200	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,450</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Simsbury Regional Probate District PD09

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **6** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	150	
Subscriptions	900	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,150</b>	-5%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Farmington Regional Probate Court PD10

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **6** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	150	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,750</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- North Central Connecticut Probate District PD11

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,725</b>	-1%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Ellington Probate District PD12

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 5 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	-	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,225</b>	-29%

\*\* Represents number of individuals (not FTE); excludes temporary employees



# Office Expense Budget- Greater Manchester Probate District PD13

## FY 2025 Budget

July 1, 2024 - June 30, 2025

No. of Employees (Judge and Court Staff): 4 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,700</b>	-2%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Region #14 Probate District PD14

## FY 2025 Budget

July 1, 2024 - June 30, 2025

No. of Employees (Judge and Court Staff): 4 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,700</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Middletown Probate District PD15

## FY 2025 Budget

July 1, 2024 - June 30, 2025

No. of Employees (Judge and Court Staff): 6 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	150	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,750</b>	-1%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Meriden Probate District PD16

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **4** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,700</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Wallingford Probate District PD17

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Cheshire-Southington Probate District PD18

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 4 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	900	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,100</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Bristol-Plymouth Probate District PD19

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **7** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	175	
Subscriptions	1,500	
Other Expenses	875	Additional to cover cost of Kinship & Respite administration
<b>TOTAL EXPENSES</b>	<b>3,150</b>	14%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Waterbury Probate District PD20

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **9** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	225	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,825</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees



# Office Expense Budget- Naugatuck Probate District PD21

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Region #22 Probate District PD22

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	-1%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Torrington Area Probate District PD23

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **6** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	150	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,750</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Litchfield Hills Probate District PD24

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **4** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,700</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Tolland-Mansfield Probate District PD25

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **4** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	1,200	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,400</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Northeast Probate District PD26

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 4 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,700</b>	1%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Plainfield-Killingly Regional Probate District PD27

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 4 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	600	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,800</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Windham-Colchester Probate District PD28

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	60%

\*\* Represents number of individuals (not FTE); excludes temporary employees



# Office Expense Budget- Norwich Probate District PD29

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,300	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,525</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Southeastern CT Regional Probate District PD30

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	-1%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- New London Probate District PD31

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	-	
Other Expenses	4,520	Parking Included
<b>TOTAL EXPENSES</b>	<b>5,245</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Niantic Regional Probate District PD32

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **6** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	150	
Subscriptions	225	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,475</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Saybrook Probate District PD33

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 7 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	175	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,775</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Madison-Guilford Probate District PD34

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 4 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	1,300	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,500</b>	14%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Branford-North Branford Probate District PD35

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **4** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,700</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- East Haven-North Haven Probate District PD36

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	-	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,225</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees



# Office Expense Budget- Hamden-Bethany Probate District PD37

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	12%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- New Haven Probate District PD38

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **9** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	225	
Subscriptions	1,500	
Other Expenses	25,420	Parking
<b>TOTAL EXPENSES</b>	<b>27,745</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- West Haven Probate District PD39

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **7** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	175	
Subscriptions	600	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,875</b>	1%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Milford-Orange Probate District PD40

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **6** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	150	
Subscriptions	-	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,250</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Derby Probate District PD41

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 5 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,200	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,425</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Shelton Probate District PD42

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 4 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	950	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,150</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Danbury Probate District PD43

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 5 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Housatonic Probate District PD44

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees



# Office Expense Budget- Northern Fairfield County Probate District PD45

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 5 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Trumbull Probate District PD46

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	800	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,025</b>	-16%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Stratford Probate District PD47

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Bridgeport Probate District PD48

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **14** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	350	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,950</b>	3%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Fairfield Probate District PD49

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): 5 \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	1%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Westport Probate District PD50

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **5** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	125	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,725</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Norwalk-Wilton Probate District PD51

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **9** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	225	
Subscriptions	1,200	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,525</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Darien-New Canaan Probate District PD52

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **4** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	100	
Subscriptions	1,500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,700</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees



# Office Expense Budget- Stamford Probate District PD53

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **8** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	200	
Subscriptions	1,342	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>2,642</b>	2%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- Greenwich Probate District PD54

**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff): **6** \*\*

Description	FY 25 Budget	Budget Committee Assumptions
Education/Seminars/Meetings	600	
Dues	150	
Subscriptions	-	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>1,250</b>	0%

\*\* Represents number of individuals (not FTE); excludes temporary employees

# Office Expense Budget- New Haven RCPC PD55

## FY 2025 Budget

July 1, 2024 - June 30, 2025

No. of Employees (Judge and Court Staff):

12

\*\*

No. of Family Specialist included in total count above:

4

Description	FY 25 Budget	Budget Committee Assumptions
Rent and Taxes	74,000	new lease negotiation and rent-tax increase
Utilities	25,400	rate increase on gas, electric, internet, fiber
Office Supplies	14,000	cost of supplies increase
Office Cleaning	19,600	maintanence and rug cleaning increase
Leased Office Equipment	8,500	replace of copier and fax machine and lease agreement
Postage Equip and Fees (incl. leased equip)	9,000	postage rate and replace stamp machine rental
Legal Notices and Ads	12,000	increase on new applications number & legal advertisements
Liability Insurance	4,100	Insurance rate increase
Education/Seminars/Meetings	1,400	\$600 per RCPC, plus \$200 per Family Specialist
Dues	300	
Subscriptions		
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>168,800</b>	<b>17%</b>

\*\* Represents number of individuals (not FTE); excludes temporary employees

**Office Expense Budget- Central CT RCPC PD56**  
**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff):

**7**

**\*\* Including AJ**

No. of Family Specialists included in total count above:

**3**

Description	FY 25 Budget	Budget Committee Assumptions
Rent and Taxes	68,000	
Utilities	2,600	
Office Supplies	5,000	
Office Cleaning	4,000	
Leased Office Equipment	3,000	Updated copier
Postage Equip and Fees (incl. leased equip)	5,000	
Legal Notices and Ads	1,200	
Liability Insurance	1,000	
Education/Seminars/Meetings	1,200	\$600 per RCPC, plus \$200 per Family Specialist
Dues	175	
Subscriptions	325	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>92,000</b>	<b>5%</b>

*\*\* Represents number of individuals (not FTE); excludes temporary employees*

**Office Expense Budget- New London RCPC PD57**  
**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff):

<b>5</b>	**
<b>2</b>	

No. of Family Specialists included in total count above:

Description	FY 25 Budget	Budget Committee Assumptions
Rent and Taxes	58,100	
Utilities	5,400	increase in infoshred and internet, fiber
Office Supplies	3,000	
Office Cleaning	2,200	
Leased Office Equipment	2,000	
Postage Equip and Fees (incl. leased equip)	5,000	
Legal Notices and Ads	9,500	
Liability Insurance	875	increase in insurance
Education/Seminars/Meetings	1,000	\$600 per RCPC, plus \$200 per Family Specialist
Dues	125	
Subscriptions		
Other Expenses		
<b>TOTAL EXPENSES</b>	<b>87,200</b>	<b>6%</b>

\*\* Represents number of individuals (not FTE); excludes temporary employees

**Office Expense Budget- Waterbury RCPC PD58**  
**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff):

7
2

No. of Family Specialists included in total count above:

Description	FY 25 Budget	Budget Committee Assumptions
Rent and Taxes	50,868	
Utilities	5,000	
Office Supplies	6,500	
Office Cleaning	9,500	
Leased Office Equipment	2,000	
Postage Equip and Fees (incl. leased equip)	4,000	
Legal Notices and Ads	2,000	
Liability Insurance	2,000	
Education/Seminars/Meetings	1,000	600 per court, \$200 per Family Specialist
Dues	175	
Subscriptions	500	
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>84,043</b>	<b>-1%</b>

*\*\* Represents number of individuals (not FTE); excludes temporary employees*

**Office Expense Budget- Northeast RCPC PD59**  
**FY 2025 Budget**  
**July 1, 2024 - June 30, 2025**

No. of Employees (Judge and Court Staff):

**5** \*\*

No. of Family Specialists included in total count above:

**2**

Description	FY 25 Budget	Budget Committee Assumptions
Rent and Taxes	51,600	
Utilities	19,600	includes heat and electric
Office Supplies	6,000	
Office Cleaning	3,000	
Leased Office Equipment	1,700	
Postage Equip and Fees (incl. leased equip)	6,400	
Legal Notices and Ads	3,500	
Liability Insurance	600	
Education/Seminars/Meetings	1,000	600 per court, \$200 per Family Specialist
Dues	125	
Subscriptions		
Other Expenses	500	
<b>TOTAL EXPENSES</b>	<b>94,025</b>	<b>123%</b>

\*\* Represents number of individuals (not FTE); excludes temporary employees

## Office Expense Budget- Hartford RCPC PD60

### FY 2025 Budget

July 1, 2024 - June 30, 2025

No. of Employees (Judge and Court Staff):

**6**

\*\*

No. of Family Specialists included in total count above:

**4**

Description	FY 25 Budget	Budget Committee Assumptions
Rent and Taxes		
Utilities	7,400	New location cost share, fiber
Office Supplies	8,000	
Office Cleaning	-	
Leased Office Equipment	5,000	
Postage Equip and Fees (incl. leased equip)	8,000	
Legal Notices and Ads	1,500	
Liability Insurance	4,000	
Education/Seminars/Meetings	1,400	\$600 per RCPC, plus \$200 per Family Specialist
Dues	150	
Subscriptions	250	
Other Expenses	800	
<b>TOTAL EXPENSES</b>	<b>36,500</b>	<b>12%</b>

\*\* Represents number of individuals (not FTE); excludes temporary employees





**State of Connecticut**  
**Norwich Probate District**

RECEIVED

JAN 05 2024

Probate Admin.

**CHARLES K. NORRIS**  
Judge

**Eileen M. Robbins**  
Chief Clerk

**Clerks:**

**Darlene L. Ayrton**  
**Lisa A. Bolles**  
**Samantha Shanaberger**

January 2, 2024

Budget Committee  
Hon. Beverly K. Streit-Kefalas, Committee Chair  
186 Newington Road  
West Hartford, CT 06110

Dear Committee,

Due to various circumstances surrounding the consolidation and changes in the court, my staffing situation in 2011 when I took office was:

1. Chief Clerk (Eileen Robbins)
2. Two Clerks (Lisa Bolles and, previously, Barbara Palm)
3. One full-time Assistant Clerk (Darlene Ayrton)
4. One part-time employee who, until recently, had been labeled as an Assistant Clerk for the last 13 years.

Everything had run fairly easily until recently. One of the Clerks retired last year. That Clerk (Barbara Palm) was replaced by a full-time Assistant Clerk, Samantha Shanaberger. It is my understanding that my court is allowed 19 hours per week for the part-time position. Again, this worked out and, at times, we had individuals working in that part-time position, but always as an Assistant Clerk, keeping it under 20 hours per week. Since last year, I have been trying to find someone to fill the part-time vacancy which is needed at the court. I have had a couple of people interested. When I reached out to obtain authorization to hire, I was informed that this new hire would be a "Court Assistant". This was the first time I had even heard that such a position existed. The rate of pay for the Court Assistant is \$16.95 per hour. I have been unable to find satisfactory candidates to fill that part-time position. The most recent person left within two months.

I have been informed that my Chief Clerk will be retiring in January, which will open up a position for a full-time Assistant Clerk in addition to the presently vacant part-time position. I have not been able to fill the part-time "Court Assistant" job.



# State of Connecticut

## Norwich Probate District

**CHARLES K. NORRIS**  
Judge

**Eileen M. Robbins**  
Chief Clerk

**Clerks:**

**Darlene L. Ayrton**  
**Lisa A. Bolles**  
**Samantha Shanaberger**

Based on discussions with a number of potential candidates, I think that I would be able to fill that position if either of the following could be approved:

1. The "Court Assistant" job be redetermined as an "Assistant Clerk" position. This would also allow the person filling that position to perform a number of functions that they are unable to perform as "Court-Assistant". It would also allow that person to obtain more experience for an opportunity to move up as other people retire in the near future; and/or
2. The number of hours permitted to work be increased from under 20 hours per week to slightly more hours per week.

I am respectfully requesting this change in terms for the employees of the Norwich Probate Court. I have now been the Probate Judge for 13 years and have never approached this Committee with any requests. Although I would be satisfied with either option, I believe that changing the position from "Court Assistant" to "Assistant Clerk" would be the most beneficial way to obtain a better candidate for that position. But again, I am happy with either request.

If I can provide any further details or information, please let me know. Unfortunately, the Norwich Probate Court, as I hear from many other state agencies, has, and will continue to be subject to retirements and people leaving after many years of service. It is my hope that we can start bringing another generation of Probate Court employees who are as dedicated and hardworking as those who have been with us for the last 20 to 30 years.

Very Truly Yours,



Charles K. Norris

Judge of Probate

CKN/ss

CC: Hon. Fred Anthony  
Hon. Michael R. Brandt

Probate District:           Norwich            
PD Number:           29          

**3/6/24 Budget Committee Submission**

Position		
	Approved Benchmark	Proposed Benchmark
Chief Clerk II	0.9	0.9
Clerk	0.9	0.9
Assistant Clerk	1.8	2.3
Court Assistant	0.5	-
	4.1	4.1

**NOTES:**

3/6/24: Request from Judge Norris (1/2/24) to move 0.5 FTE from Court Assistant to Assistant Clerk.

Probate District: Hartford RCPC  
 PD Number: 60

**3/6/24 Budget Committee Submission**

Position	FTEs	
	Approved Benchmark	Proposed Benchmark
Chief Clerk III	1.0	-
Chief Clerk II		1.0
Chief Clerk I		-
Deputy Chief Clerk	1.0	-
Clerk	1.0	1.0
Assistant Clerk	2.5	1.0
Court Assistant	1.0	-
Lead Family Specialist	1.0	1.0
Family Specialist	3.0	3.0
	10.5	7.0

**NOTES:**

3/6/24: FTE reduction due to withdrawal of Hartford from regional children's probate court.

FARMINGTON REGIONAL PROBATE COURT

Evelyn M. Daly, Judge

One Monteith Drive

Farmington, CT 06032

TEL (860) 675-2360, FAX (860) 673-8262

WEBSITE [www.ctprobate.gov](http://www.ctprobate.gov)

March 1, 2024

Hon. Beverly Streit-Kefalas, Administrator  
Budget Committee Chair  
Office of the Probate Court Administrator  
186 Newington Road  
West Hartford, CT 06110

Re: Urgent Staffing Request

Dear Budget Committee,

The Court respectfully requests a change in staffing level from 3.9 FTE to 4.5 FTE. We are requesting this increase to bring the 12 hour per week part-time clerk position to a full-time position. The staffing levels at the Farmington Regional Probate Court are as follows: one Chief Clerk I, one full-time clerk, one full-time assistant clerk, two part-time assistant clerks; one at 24 hours per week, and one at 12 hours per week.

This request is dire due to our significant increase in Weighted Workload. Without this change in staffing, this Court's ability to remain compliant with statutory deadline requirements will be virtually impossible. Our Court has been experiencing a severe uptick in volume which has been clearly reflected in our annual weighted workload numbers over the past five years, but now we have reached the tipping point. There have been over 150 new petitions filed since January 2024 alone.

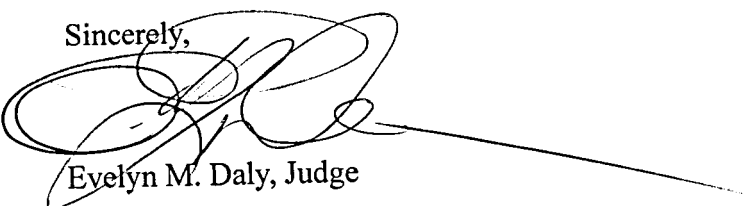
With this trend continuing, we will have over 900 new petitions for 2024. Our petitions in 2023 totaled 699 new matters which already tested our staffing capacity.

We understand this increase is due to the acquirement of the town of Plainville in 2019. We have requested this increase over the past several years, but it has become increasingly critical and needs to be addressed immediately. The circumstances in our Court cannot wait for a system-wide study to fix the issue.

In closing, it is the hope that this request will be seriously considered due to the emergent state of which this Court is operating due to the lack of appropriate staffing. I am concerned that it could be considered neglectful if this staffing issue is not properly addressed. The weighted workload numbers clearly demonstrate the urgency of the situation.

We appreciate your consideration of this matter.

Sincerely,



Evelyn M. Daly, Judge

Cc: Hon. Michael Brandt  
Hon. Fred Anthony

Staffing Plan			
Probate District:	Farmington Regional		
District No:	10		
<b>Positions</b>	<b>Benchmark</b>	<b>Proposed Benchmark</b>	
Chief Clerk III			
Chief Clerk II		1	
Chief Clerk I	1		
Deputy Clerk			
Clerk	1	1	
Assistant Clerk	1.9	2.5	
Court Assistant			
Court Staff Attorney			
Temporary Staff			
Family Specialist			
Security Officer			
<b>Total</b>	<b>3.9</b>	<b>4.5</b>	

Notes: 3-1-2024 Request by Judge Daly to present her proposal to add .6 FTE to an existing Assistant Clerk position at the March 2024 Budget Committee meeting. Per PCA Policy 201, total court benchmark will now be between 4.0 and 7.9, reclassifying the Chief Clerk I to Chief Clerk II.