



STATE OF CONNECTICUT

OFFICE OF THE
PROBATE COURT ADMINISTRATOR

186 NEWINGTON ROAD
WEST HARTFORD, CT 06110

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Probate Court Budget Committee

Meeting Agenda
Wednesday, June 10, 2015
5:00 p.m.

**SUBJECT TO CHANGE IF THE STATE BUDGET IS NOT ADOPTED BY
JUNE 3, 2015**

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

- I. Convene Meeting
- II. Public Comment and Correspondence
- III. Remarks by the Chair
- IV. Update re: 2015 Merit Pay Adjustments
- V. Compensation Study Implementation Policies
- VI. Adjustments to FY 2015-16 Office Budgets
- VII. Employee Paid Benefits: Disability Insurance
- VIII. Other Business
- IX. Schedule Next Meeting
- X. Adjournment

Office Expense Budget

Northeast RCPC

Budget Committee Meeting: June 10, 2015

FY 2016 Budget

59

July 1, 2015 - June 30, 2016

No. of Employees (Judge and Court Staff):

7	**
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No. of PCO's included in total count above:

2

Description	Original Submission	Proposed Budget	Increase (Decrease)	Comments
Rent and Taxes	51,650	15,500	(36,150)	Willimantic relocation; rent savings
Repairs, Maint and Utilities	5,000	4,000	(1,000)	Willimantic relocation; cleaning expense savings
Office Supplies	5,000	5,000	-	
Office Furniture and Equip	4,000	4,000	-	
Postage Equip and Fees	6,000	6,000	-	
Legal Notices and Ads	2,600	2,600	-	
Liability Insurance	700	700	-	
Education/Seminars/Meetings	1,000	1,000	-	
Dues	175	175	-	
Subscriptions	-	-	-	
Coffee/Tea/Holiday/Special Occasion	560	560	-	
Other Expenses	500	500	-	
TOTAL EXPENSES	77,185	40,035	(37,150)	

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