

TOWN OF ENFIELD
ANNUAL BUDGET

FUNCTION:	DEPT/AGENCY:	ACTIVITY:	CODE:
General Fund	Judicial	Town Attorney	1300

PROGRAM SUMMARY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 REVISED	2009-10 PROPOSED	2009-10 ADOPTED
0100 Personal Services - Salaries	263,113	238,142	248,901	250,860	250,860
0200 Personal Svcs. Employee Benef.	73,519	75,133	75,133	82,772	79,312
0300 Purchased Prof. & Technical	29,827	79,100	68,597	91,292	91,292
0400 Purchased Property Services	68	350	350		
0500 Other Purchased Services	1,912	4,025	3,769	1,310	1,310
0600 Supplies/Materials	6,005	6,225	6,225	1,487	1,487
0800 Other Objects	1,675	2,621	2,621	875	875
PROGRAM TOTAL	376,119	405,596	405,596	428,596	425,136

PROGRAM INFORMATION & DATA:

The Town Attorney acts as the legal advisor to the Town Council, the Town Manager, department and division heads, in all matters relating to their official duties. The Town Attorney advises as to the legal implications of contemplated policy and administrative decisions, and represents the Town in legal proceedings in which it may have an interest.

DEPARTMENT GOALS:

To continue to provide preventative and proactive counsel to Town Officials, agencies, boards, commissions, the Town Manager and Town staff.

Strive to protect and preserve the Town's legal interests through various means, among them:

- a. research and write legal opinions; review and draft ordinances, contracts, agreements and other documents;
- b. vigorously and successfully represent and defend the Town's interests in litigation, claims, arbitration and similar proceedings;
- c. oversee and facilitate property acquisitions, sales and condemnations;
- d. safeguard and limit the Town's liability;
- e. expedite and accelerate resolution of dormant cases.

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

Function: General Fund
 Dept/Agency: Judicial

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED		ADOPTED	
Senior Assistant Town Attorney	1.00	94,223	1.00	94,223	1.00	94,223
Assistant Town Attorney	1.00	81,410	1.00	81,410	1.00	81,410
Legal Secretary	1.00	44,368	1.00	44,368	1.00	44,368
Secretary I	1.00	30,859	1.00	30,859	1.00	30,859
Total	4.00	250,860	4.00	250,860	4.00	250,860