



**TOWN OF
EAST HARTFORD**

**Corporation Counsel
BUDGET
PRESENTATION**

FY 2025



The Corporation Counsel's office serves as the Town's legal advisor.

The office works closely with all departments of Town government in providing legal representation with respect to the rights and responsibilities of Town departments, the Town Council, the Board of Education and appointed Boards and Commissions.

DEPARTMENT DESCRIPTION

DEPARTMENT SERVICES

The Corporation Counsel's Office acts as the legal advocate for the Town in all actions, suits, or proceedings brought by or against it or any of its departments, officers, agencies, boards or commissions, assessment appeals, development matters, real estate leases and licenses.

The Corporation Counsel's office drafts or reviews all third-party contracts, comments on new or revised Town Ordinances, routinely advises boards and commissions including Planning and Zoning, the Zoning Board of Appeals and the Inland-Wetlands Agency and is responsible for legal work associated with the conveyance or acquisition of real estate.

UPCOMING PROJECTS

- Provide continued legal support and legal guidance to newly created Fair Rent Commission and develop mediation program.
- Legal guidance and representation in connection with major development projects including Silver Lane Plaza, Church Corners Inn, and Founders Plaza.
- Continue narrowing use of outside counsel.
- Represent the Town and its officers and employees in litigation and administrative proceedings.
- Negotiate, analyze and review contracts on behalf of the Town.
- Provide training to Town staff regarding compliance with FOIA and document retention requirements.



By the Numbers:



Drafted, reviewed, negotiated & approved excess of 170 contracts during calendar year 2023



Brought and resolved several code & ordinance enforcement actions.



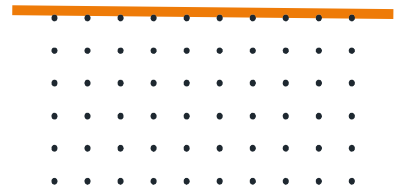
Resolved multiple auto and general liability claims. Defended 5 general liability claims, 2 zoning appeals, and several administrative and enforcement actions in-house during calendar year 2023.



Facilitated and supervised outside counsel in settling 36 tax assessment appeals during calendar year 2023.



BUDGET CHANGES



ORG	OBJECT	DESCRIPTION	REASON	\$ CHANGE
G2200	60123	Part-Time Wages	Staffing of Part-time Assistant Corporation Counsel as necessary. Department continues to transition to processing more legal working in-house and narrowing use of outside counsel.	\$15,000.00
G 2200	60110	Permanent Services	Contractual	\$5,173
TOTAL	DEPARTMENT			\$20,173



**TOWN OF
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**THANK YOU
FROM YOUR
LAWYERS!**

