TOWN OF ENFIELD
ANNUAL BUDGET

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

PROGRAM SUMMARY	2003-04 ACTUAL	2004-05 BUDGET	2004-05 REVISED	2005-06 PROPOSED	2005-06 ADOPTED
0100 Personal Services - Salaries	236,944	248,881	255,170	260,413	260,413
0300 Purchased Prof. & Technical	29,626	25,000	25,000	25,000	25,000
0400 Purchased Property Services	147	1,250	1,250	1,250	1,250
0500 Other Purchased Services	1,893	3,300	3,300	3,300	3,300
0600 Supplies/Materials	5,880	6,725	6,725	6,725	6,725
0800 Other Objects	1,305	7,800	7,800	7,800	7,800
PROGRAM TOTAL	275,795	292,956	299,245	304,488	304,488

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 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; expedite and accelerate resolution of dormant cases.