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**To:** Board of Representatives – Fiscal Committee  
**From:** Stamford Law Department  
**Date:** April 2, 2026  
**Subject:** Budget Presentation FY 26/27

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### **Organizational chart**

The organizational chart in the budget book for the Law Department is current.

### **Staffing Changes**

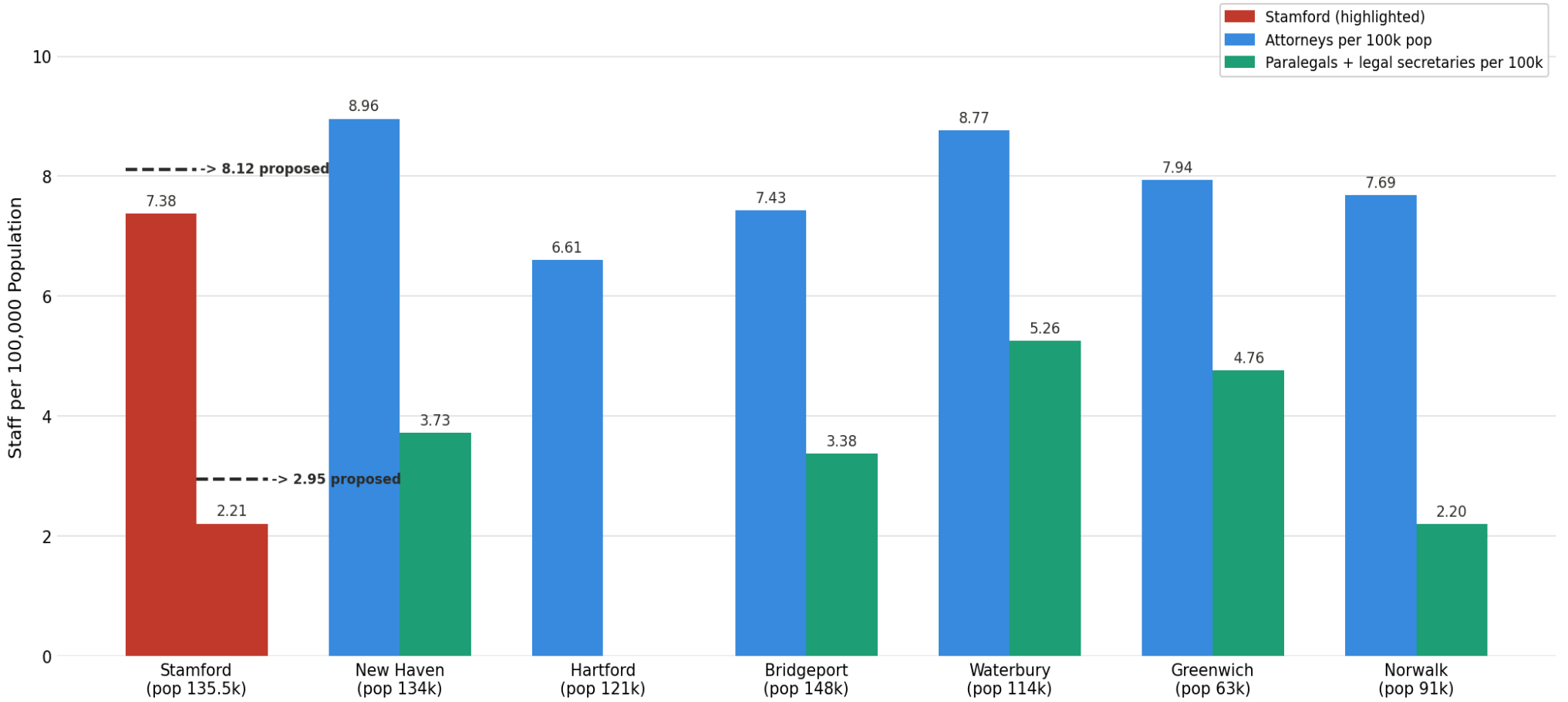
The Law Department is requesting the following staffing additions:

- 1 full-time attorney, 1 full-time paralegal
- 1 Seasonal p/t ADA Coordinator no benefits - \$30K in seasonal line

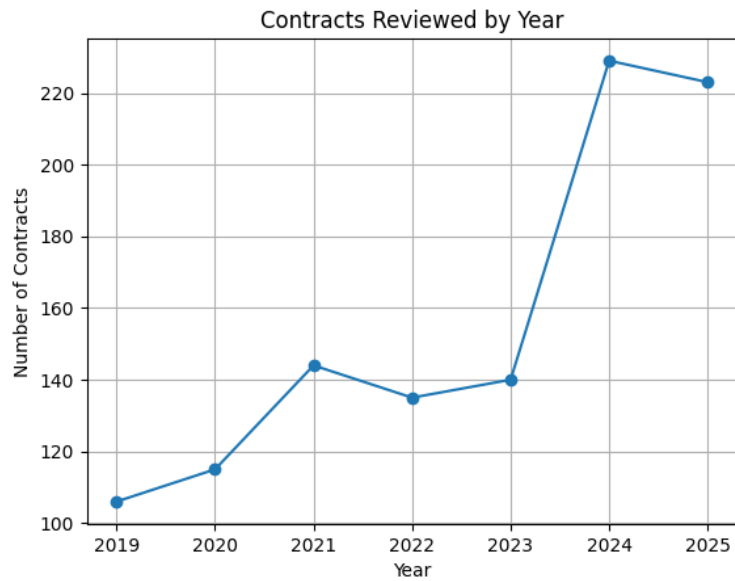
The Law Department is requesting funding for one additional Assistant Corporation Counsel and one additional Paralegal to address increasing legal workload, align staffing levels more closely with comparable Connecticut municipalities and to maintain adequate service levels. Benchmarking shows that cities with similar populations—including New Haven, Bridgeport, Waterbury, and Hartford—maintain comparable or greater attorney staffing levels and, in several cases, greater paralegal support. Contract review volume has surged dramatically from 106 contracts in 2019 to 223 in 2025—a 110% increase over six years, with particularly sharp growth since 2023 when volume jumped from 140 to 229 contracts annually. This workload expansion has strained a department that is already understaffed in paralegal support, with only 3.5 paralegals compared to the 3.8 average across peer towns, resulting in Stamford's paralegal staffing rate of 2.21 per 100,000 population, the lowest among all comparable jurisdictions.

The combination of below-average staffing levels and a doubling of contract review workload creates an untenable situation that increases legal risk, delays critical transactions, and forces excessive reliance on costly outside counsel. Adding one attorney and one paralegal would bring Stamford's staffing in line with peer municipalities while providing the capacity needed to handle current workload demands, improve the attorney-to-paralegal ratio, and ensure the legal department can adequately serve a city of 135,500 residents without compromising quality or incurring unnecessary external legal expenses.

### Legal Department Staffing Rate per 100,000 Population (Stamford highlighted in red)



Paralegals and legal secretaries combined. Hartford has no reported paralegal/secretary data. Source: FY 25/26 benchmark spreadsheet.



**Salary changes due to MOUs:**

In FY 25/26 two paralegal positions were reclassified to senior paralegal.

**Budget increases in individual line accounts:**

- **Stenographic services increase by \$7K** – increase in the cost and amount of depositions and transcripts.
- **Facility Rental increase by \$1K** – increase in cost of off-site storage for legal records.
- **Telephone increase by \$400** – limited control over cost of telephone charge, updated to cover previous year cost.
- **Dues & Fees increase by \$1K** – contractual obligation to pay for attorney dues and fees.