

**TOWN OF ATKINSON
BUDGET COMMITTEE MEETING
Tuesday, May 31, 2022**

Members Present

Wendy Barker, Chair
Peter Torosian, Vice Chair
Sam Butler
Bob Malo
Mark Sakakeeny
Bill Smith

Others Present

Holly Patterson, Selectman Liaison

Agenda: Attendance, Minutes, Calendar, Liaisons

Chair Barker called the meeting to order at 7:03 p.m.

Chair Barker took attendance.

Minutes for March 29, 2022

Member Malo made a motion to approved the Minutes

Member Smith seconded the motion. Motion was passed. **Vote: 6/0/1**

Old/New Business

Calendar

Chair Barker

- will update contact info
- updated Lines 26 thru 29
- IT Dept will go under Town Administrator budget

Liaison Responsibilities

Selectman Patterson brought up concerns regarding disagreement between department heads

Chair Barker assured her that it was addressed

Vice Chair Torosian clarified responsibilities of committees

Chair Barker advises the Committee on Liaisons' communication with department heads

Selectman Patterson shared the fact that part-time employees are paid for overtime

Member Butler requested which employees are full-time or part-time

Liaison Briefings

Member Smith spoke with **Town Administrator**, John Apple, in a getting-to-know capacity

Member Smith will contact Paula Holigan for **Patriotic Purposes**. Chair Barker said she is very responsive to e-mails.

Member Torosian reached out to the **Highway** and **Police** dept. heads. He is hopeful that they will be in contact with him in the next couple of weeks.

Member Malo explained his process in communicating with the **Fire Department**. The Committee discussed the process with agreements and disagreements. **Member Malo** will be meeting with the Fire Chief this week and the Committee will wait to see what transpires with this meeting.

Member Sakakeeny spoke with Sue Killam who told him that the **Cemetery** has grant/trustees money for \$30,000. She also told him the cemetery has a drainage problem.

Member Sakakeeny spoke with Debra DeSimone, **Tax Collector**, who told him that she would contact him a couple of weeks before her presentation.

Member Sakakeeny spoke with Julianna Hale, **Town Clerk**, who told him the budget for her department is completed by the end of July. Chair Barker suggested keeping conversations going on revenue.

Member Sakakeeny spoke with Karen Brown, **Library** Director, who said the budget would be completed before June or July. Chair Barker suggested keeping track of their IT contract with Block 5.

Member Butler spoke with all his departments. He reviewed his liaison conversations with Paul Wainwright (Conservation) no anticipated changes, Leslie Barbara (Elections), minimal year with only a couple of elections, Dave Williams (ACTV), Sue Copetta (Planning/Zoning), familiarized himself with their processes, expenses, and revenue.

Member Butler will be attending the training program in September.

Chair Barker suggests keeping in mind that Dave Williams may have Warrants which may come out of his special fund.

Chair Barker spoke with Noriko Yoshida-Travers, **Community Ctr/Recreation/Elder Services** Director, and made a plan to meet some time in June. Selectman Patterson suggested that Noriko apply for ARPA money.

Other Comments

Selectman Patterson stated that Atkinson does their own payroll and suggests that the Town outsource its payroll. This discussion will continue in the next Committee meeting.

Member Smith made a motion to adjourn.

Vice Chair Torosian seconded the motion. Motion was passed. **Vote: 7/0/0**

Next Budget Committee Meeting: **June 28, 2022**

The Atkinson Budget Committee Meeting adjourned at 8:25 p.m.