

**TOWN OF ATKINSON**  
**BUDGET COMMITTEE MEETING**  
**Tuesday, July 26, 2022**

**Members Present**

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

**Others Present**

John Apple, Town Administrator  
Holly Patterson, Selectman Liaison

**Agenda:** Attendance, Minutes, Old/New Business, Liaisons

**Chair Barker** called the meeting to order at 7:02 p.m.

**Chair Barker** took attendance.

**Minutes for May 31, 2022**

**Member Sakakeeny** made a motion to approve the Minutes as amended.

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

**Old/New Business**

**Calendar**

**Chair Barker**

- Wendy and Bill's titles and emails have been corrected
- Leslie Barbara – presentation moved from Sept. 13 to Sept 20. Conflict due to primary.
- Additional Changes:
  - Library has been moved from Sept. 27 to Oct. 18 (tentative)
  - Recreation/Community Ctr/Elder Services are being presented on Sept. 27
  - Building Inspections has been moved from Sept. 27 to Sept. 20
  - Planning & Zoning has been moved from Sept. 27 to Sept. 20
- Temporarily, the Budget Committee meeting, set for Sept. 13, will change to Thursday, Sept. 15.

**New Budget Committee Procedures**

- Chair Barker requests that the committee read through the document and send in thoughts to make it more efficient.
- Selectman Patterson stated that Chapter 32 is the main guideline and feels that, rather than two sets of procedures, Chapter 32 should be used with a bulleted list of what the Committee requires.
- Administrator Apple expressed his concern about going over the budget "at least three times" rather than "at the most three times". Chair Barker explained the "three time" process and does not want to restrict the procedure to three times.
- The Committee discussed these procedures, in length, and Chair Barker will take all comments under consideration and, along with any additional thoughts, will modify the document.

**Liaison Briefings**

**Member Smith** spoke with **Town Administrator**, John Apple, regarding the spreadsheet and will meet again before the next Budget Committee meeting.

**Member Smith** left a message for Paula Holigan, **Patriotic Purposes** to get back to him.

**Member Torosian** met with the **Road Agent** a couple of times and learned that he's trying to figure out the cost of fuel and has cleaned up and cashed in some scrap metal in the garage. He's short one employee.

**Member Torosian** will be meeting with the **Police Dept.** next week. Fuel costs will also be a concern for this department.

**Member Malo** met with the **Fire Department**. He offered to create data to help the Fire Chief work out a format on his own. The Fire Chief is not expecting any increase this year. They will next meet in August.

**Member Malo** has met with the **Building Inspector** who has made a bid for the Library for \$108,000 and he believes it is the only bid, so far.

**Member Sakakeeny** spoke with each department and was told he'd receive a call when the budgets are ready.

**Member Butler** spoke with all his departments. **Dave Williams, Cable**, said there may be some staff shifting.

**Leslie Barbera, Elections**, is expecting a normal mid-term budget year. **Sue Coppeta, Planning & Zoning and Building Inspections**, has not begun the budget process yet. **Paul Wainwright, Conservation**, does not foresee any changes.

#### Other Comments

**Selectman Patterson** mentioned that the BOS has asked the departments for a "wish list" to be submitted for ARPA.

**Member Smith** made a motion to adjourn.

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

Next Budget Committee Meeting: **August 30, 2022**

The Atkinson Budget Committee Meeting adjourned at 8:23 p.m.