

**TOWN OF ATKINSON**  
**BUDGET COMMITTEE MEETING**  
**Tuesday, September 15, 2022**

**Members Present**

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

**Others Present**

Bill Steele, Conservation  
Noriko Yoshida-Travers, Patriotic Purposes  
Kathy Dayotis, Cemetery  
Anne Brenton, Cemetery  
Sue Killam (by phone), Cemetery  
John Apple, Representing Tax Collector  
Angela Wesson, Ass't Town Administrator

**Agenda:** Attendance, Minutes, Review Conservation, Patriotic Purposes, Cemetery and Tax Budgets

**Chair Barker** called the meeting to order at 7:00 p.m.

**Chair Barker** took attendance.

Pledge of Allegiance was addressed.

**Old/New Business**

**BudCom Policy & Procedure**

- Chair Barker went over the policies that are required to conduct the Budget Committee Meeting more efficiently.

**Town Administrator**

- **Administrator Apple** stated the following:
  - Warrant Articles should be submitted by November 22, 2022
  - The Board of Selectmen (BOS) looked into personnel in the Town Clerk's Office for retainage purposes which was successful

**Budget Presentations**

**Cemetery**

**Administrator Apple** stated that the Cemetery will require a new Line for a new Cemetery Custodian Coordinator.

**Kathy Dayotis** presented the following:

- Regarding deeds, there have been more burials and the cost has been raised to offset them.
- Other Professional Services
  - Road repairs - \$5,000 per year to maintain
  - Mapping Updates need to be computerized
    - \$2,000 to maintain, no initial fee
  - Vegetation control, tree cutting, water line all need to be maintained regularly
  - Care of Grounds has a 3-year contract which is reasonable. They are paid a flat rate weekly and work from mid-April through December.

Sue Killam stated that they are no longer expending excavation costs. Previous costs were close to \$15,000

**Administrator Apple** stated that ARPA has allotted an estimated amount of \$12,000 for road repairs which can go over. Water damages are minor.

**Member Smith** stated that Margie's workload is split: 75% for the cemetery, 25% for the highway

**Administrator Apple** explained that Margie is a Jack of All Trades. While she spends most of her workload with the cemetery, she also goes where she's needed: Highway, Town Hall clerical.

**Chair Barker** mentioned that an Account number is needed for Health Services.

**Member Butler** made a motion to tentatively accept the Cemetery Budget of \$117,250.

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

### Conservation

**Bill Steele** presented a Budget of \$9,934 which is the same as 2022. Nothing has changed.

**Vice Chair Torosian** made a motion to tentatively accept the Conservation Budget of \$9,934.

**Member Butler** seconded the motion. The motion was passed. **Vote: 6/0/0**

### Patriotic Purposes

**Noriko Yoshida-Travers** stated the Food line is raised from \$175 to \$200.

**Member Smith** made a motion to tentatively accept the Patriotic Purposes Budget of \$4,000.

**Member Sakakeeny** seconded the motion. The motion was passed. **Vote: 6/0/0**

### Taxes

**Ass't Administrator Wesson** stated that the Tax Budget stayed the same with the exception of the following: there is a slight increase in Office Supplies and Mileage. To offset that, the BOS agreed to return their salary wages to the 2021 numbers.

**Vice Chair Torosian** made a motion to tentatively accept the Tax Collector Budget of \$51,205.

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

### Minutes for September 6, 2022

**Member Butler** made a motion to approve the Minutes as written.

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

**Vice Chair Torosian** made a motion to adjourn.

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

Next Budget Committee Meeting: **Tuesday, September 20, 2022**

On September 20, the Committee will review Cable, Town Clerk, Elections, Inspectors, and Town Zoning Budgets.

The Atkinson Budget Committee Meeting adjourned at 8:00 p.m.