

TOWN OF ATKINSON  
BUDGET COMMITTEE MEETING  
Tuesday, December 12, 2023

**Members Present**

**Others Present**

Wendy Barker, Chair  
Pete Torosian, Vice Chair  
Sam Butler  
Deb Cornish (by phone)  
Bob Malo  
Bill Smith  
Dave Paquette, Selectmen Representative (by phone)

**Agenda:** Minutes, Budget Review

**Minutes for 12/5/2023**

**Chair Barker** made a motion to accept the meeting minutes as amended.

**Member Butler** seconded the motion. All members were in favor. **Vote: 7/0/0**

**Library**

**Chair Barker** made a motion to accept the following changes:

- **Line 415500.625.00 Postage** for \$150
- **Line 45500.740.00 Computer** for \$6500
- **Line 45500.740.01 New Equipment** for \$7800
- **Line 45500.820.00 Mileage** for \$912
- **Line 45500.840.00 Youth Program** for \$2500
- **Line 45500.850.00 Education & Conferences** for \$3100

**Member Smith** seconded the motion. All members were in favor. **Vote: 7/0/0**

**Member Butler** made a motion to accept the Library new bottom line of \$627,806.

**Member Malo** seconded the motion. All members were in favor. **Vote: 7/0/0**

**Board of Selectmen**

**Member Malo** made a motion to reduce **Line 41300.690.00 Recognitions** from \$900 to \$600.

**Member Cornish** seconded the motion. All members were in favor. **Vote: 7/0/0**

**Elections & Registrations – Town Clerk**

**Chair Barker** made a motion to accept the adjustments to the following Lines:

- **Line 41401.110.00 Town Clerk/Tax Collector Assistance** from \$84,490 to \$90,170
- **Line 41401.220.00 FICA** from \$9,014 to \$9,311
- **Line 41401.225.00 Medicare** from \$2,108 to \$2,178
- **Line 41401.230.00 Retirement** \$15,604 to \$14,835
- **Line 41401.620.00 Office Supplies** from \$3,000 to \$4,700
- **Line 41401.820.00 Mileage** decreased from \$2,086 to \$1500

• **Line 41401.850.00 Education & Conferences** decreased from \$2,285 to \$1,535

**Member Butler** seconded the motion.

**Chair Barker** rescinded the motion.

### Elections

**Chair Barker** made a motion to accept the following changes:

- **Line 41402.110.01 Counters** from \$400 to \$340
- **Line 41402.110.02 Ballot Clerks** from \$1,800 to \$1,380
- **Line 41402.130.01 Checklist Supervisors** from \$10,224 to \$9,712
- **Line 41402.220.00 FICA** from 423 to \$410
- **Line 41402.390.00 Other Professional Services** from \$8,000 to \$7,550
- **Line 41402.550.00 Printing** from \$4,500 to \$4,200
- **Line 41402.620.00 Office Supplies** from \$300 to \$270
- **Line 41402.625.00 Postage** From \$100 to \$90
- **Line 41402.810.00 Food** from \$200 to \$160

**Member Smith** seconded the motion. All members were in favor. **Vote: 7/0/0**

### Financial Administration – Accounting and Finance

**Vice Chair Torosian** made a motion to reduce Line 41501.740.00 Hardware Purchased from \$8350 to \$8,000.

**Member Smith** seconded the motion. Five members were in favor; two (Paquette/Butler) were not in favor. **Vote: 5/2/0**

### Tax Collecting

**Vice Chair Torosian** made a motion to reduce Line 41502.390.00 Other Professional Services from \$3,000 to \$1,000.

**Member Cornish** seconded the motion. Five members were in favor; two (Paquette/Butler) were not in favor. **Vote: 5/2/0**

### Legal Services

**Chair Barker** made a motion to reduce Line 41530.390.00 Other Professional Services from \$8,000 to \$7,500.

**Member Smith** seconded the motion. All members were in favor. **Vote: 7/0/0**

### Town Buildings

**Member Malo** made a motion to reduce Line 41940.820.00 Mileage from \$4,800 to \$4,500.

**Vice Chair Torosian** seconded the motion. All members were in favor. **Vote: 7/0/0**

### Police Department

**Member Malo** made a motion to reduce **Line 42100.635.00 Gasoline** from \$29,900 to \$24,000

**Vice Chair Torosian** seconded the motion. All members were in favor. **Vote: 7/0/0**

**Member Malo** made a motion to reduce **Line 42100.660.00 Vehicle Repair** from \$13,400 to \$13,000.

**Member Cornish** seconded the motion. All members were in favor. **Vote: 7/0/0**

#### Fire Department

**Chair Barker** made a motion to accept the following adjustments:

- **Line 42200.140.00 Fire Department Overtime** reduced from \$49,666 to \$39,666
- **Line 42200.430.00 Rural Water Supply** reduced from \$10,000 to \$5,000
- **Line 42200.635.00 Gasoline** reduced from \$11,000 to \$8,000

**Member Smith** seconded the motion. All members were in favor. **Vote: 7/0/0**

#### Building Inspections

**Member Malo** made a motion to reduce **Line 42400.850.00 Education & Conferences** from \$700 to \$500.

**Vice Chair Torosian** seconded the motion. Five members were in favor; two (Butler/Paquette) were against. **Vote: 5/2/0**

#### Public Works

**Member Malo** made a motion to reduce **Line 43110.635.00 Gasoline & Fuel** from \$16,000 to \$14,000.

**Member Smith** seconded the motion. Five members were in favor; two (Butler/Paquette) were against. **Vote: 5/2/0**

**Member Malo** made a motion to reduce **Line 43110.890.02 Tree Removal** from \$13,000 to 10,000.

**Vice Chair Torosian** seconded the motion. Five members were in favor; two (Butler/Paquette) were against. **Vote: 5/2/0**

#### Fire Hydrant Water

**Vice Chair Torosian** made a motion to move **Line 43390.412.00** into Fire Department Section and re-title it to Fire Hydrant Water Rates (per contract).

**Member Cornish** seconded the motion. Four members were in favor; two (Butler/Paquette) were against; and one (Smith) abstained. **Vote: 4/2/1**

#### Animal Control

**Member Malo** made a motion to reduce **Line 44140.870.00 Uniforms** from \$500 to \$300.

**Member Cornish** seconded the motion. Five members were in favor; two (Butler/Paquette) were against. **Vote: 5/2/0**

#### Recreation

**Chair Barker** made a motion to accept the following adjustments:

- **Line 45201.430.00 Repairs and Maintenance Service** from \$5,000 to \$1,500
- **Line 45201.8890.00 Contract Labor** from \$6,000 to \$5,000

**Vice Chair Torosian** seconded the motion. All members were in favor. **Vote: 7/0/0**

#### Care of Grounds

133 **Vice Chair Torosian** made a motion to reduce **Line 45202.390.00 Other Professional Services** from  
134 \$92,000 to \$82,000  
135 **Member Malo** seconded the motion.  
136 **Vice Chair Torosian** rescinded the motion.  
137  
138 **Member Cornish** made a motion to reduce **Line 45202.390.00 Other Professional Services** from  
139 \$92,000 to \$60,000.  
140 **Vice Chair Torosian** seconded the motion.  
141 **Member Cornish** rescinded the motion.  
142  
143 **Vice Chair Torosian** made a motion to reduce **Line 45202.890.00 Contract Labor** from \$21,000 to  
144 \$11,000.  
145 **Member Cornish** seconded the motion. Five members were in favor; two (Butler/Paquette) were  
146 against. **Vote: 5/2/0**  
147  
148 **Member Smith** made a motion to reduce **Line 41401.210.00 Health Insurance** from \$33,688 to  
149 \$26,055.  
150 **Vice Chair Torosian** seconded the motion. Six members were in favor; one (Butler) abstained.  
151 **Vote: 6/0/1**  
152  
153 [Community Center](#)  
154 Paperwork has been submitted for the grant application for improvements on the Community  
155 Center. The grant decision is due in March 2024 from the state and at the point more details will be  
156 available as to what will be done moving forward.  
157  
158 [Member's Title](#)  
159 **Chair Barker** made a motion to accept Member Paquette's title as Selectmen Representative.  
160 **Member Cornish** seconded the motion. Five members were in favor; two (Butler/Paquette) were  
161 against. **Vote: 5/2/0**  
162  
163 **Chair Barker** made a motion to adjourn.  
164 **Member Smith** seconded the motion. All members were in favor. **Vote: 7/0/0**  
165  
166 Next Budget Committee Meeting: December 19, 2023  
167 On December 19, 2023, further reviews of the budget.  
168 The Atkinson Budget Committee Meeting adjourned at 9:45 p.m.