

Town of Atkinson
Budget Committee
November 1, 2005

Attending: Mark Acciard-Chairman, Fred Thompson, James Blackadar, Jack Sapia,
Paul Tracy, Dave Paquette

Mr. Acciard Called the meeting to order at 7:30 p.m. The First order of business is to review the minutes from October 25, 2005. Motion to accept the minutes as presented. Fred motioned to accept, Jim Seconded, Unanimous.

Jim asked for clarification on the revolving account. Mark restated the process that the revolving account included the labor and the fica, medicare, health insurance and pension. Fred's question is will all the cost come out of the revolving account and if they do some of the costs will be lagging due to how the town pays it's portion of fica and medicare. Mark speaks on the issue again on the costs. Fred has additional concerns that the warrant article is written appropriately. Mark stated we are waiting for sample language from the state. Fred expresses that it is his opinion that excess be placed in the general fund. Mark further elaborated once established this revolving account will become self-sufficient and will not have to be voted on by the town.

Department	Description	Liason
# 4520	Recreation	Mark Acciard

Pat Mangini took in revenues from Sun and Fun of \$26, 479, which is approximately \$5,500 more than estimated. Mark pointed out there is an issue with the revenue forecast that will need to be corrected within the town accounting system. Mark asked how many participants this year. Pat's response was 291.

45201120-00	Sun/Sequel Director	Increase of \$140
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Increase represents a \$.50 raise if the same director returns next year. Mark asked for a figure for the cost of Sun and Fun. Pat stated the cost is \$175 for 1 child, \$225 for 2, and \$ 250 for 3.

45201350-00	Sponsorships	Increase of \$1,500
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Increase represents the insurance for Atkinson Little League because it will no longer be covered under the towns insurance. In closing the recreation budget has an increase of \$2 250 which represents a 3% from the 2005 budget.

Department	Description	Liaison
# 4520	Community Center	Mark Acciard
45208110-01	Sch/Senior/Rec Coord.	Increase of \$455

Mark indicated that for 2005 this line item is on track to spend \$12, 500. Pat informed the board that the budget is based on all the hours that the community center is open and available. The \$455 increase is due to the 3%/Cola.

45208341-00	Telephone	Decrease \$240
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The decrease is due to the elimination of one of the two phone lines.

45208410-00	Electric	Increase of \$200
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Increase is due to anticipated increase in electrical cost.

45208411-00	Heat	Increase of \$800
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Increase is due to the over-run this year due to the increase in prices of gas and oil.

In closing the proposed 2006 budget has an increase in \$1, 300.00, which represents a 4.5% increase from 2005. Pat stated that the community center takes in approximately \$5, 000 a year in revenue.

Department	Description	Liaison
# 4520	Memorial Day	Marsha Bassi

The above is level funded for \$3, 100. Dave Paquette inquired about how many Atkinson residents vs. non-residents utilize the senior trips. Pat said the information is available and can be provided by the community center director. Trips are offered to Atkinson residents first and then to non-residents. The non-residents are charged a higher fee. They are looking into purchasing software that will help them track Sun and Fun and senior trip registration. No decision has been made at this time. Pat is planning to put together only one warrant article to fund the recreation capital reserve account. The account presently has \$50, 000 in it. Jim Blackadar inquired what they plan on using it for and when. She plans fixing the playground on Pope road and building a new softball field and parking lot.

Department	Description	Liaison
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# 4195	Cemeteries	Marsha Bassi
Dale Childs, Department head was present with Ray Morelli.		
4195.1.220	FICA/Med	Increase of \$190.00
4195.1.320	Cemetery Deeds	Remains the same
4195.1.390	Other Professional Services	Remains the same
4195.1.630	Minor Equipment	Increase of \$2, 250

The increase is due to the planned purchase of two commercial grade lawn mowers at \$1,300 each. The town has used lawn mowers for homeowners, which are not durable and do not last.

4195.1.650	Care of Grounds	Increase of \$ 3,000
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The board inquired as to the make up of care of grounds, Dale Childs stated that this includes labor and maintenance for the lawn mowers. Dave Paquette asked if Dale has a break down of the labor vs. maintenance costs. She does not have the information available but will get it from the town accountant. The \$3, 000 proposed increase is due to the addition of the new part of the cemetery which takes longer to maintain and was not taken into consideration in prior budgets and a one dollar raise for each of the two employees.

In closing, the budget is up \$5, 490 which represents a 21% increase from 2005, however, Dale's proposed warrant article for 2006 to repair the old head stones will be down considerably from the 2005. Last years operating budget and warrant article was approximately \$54, 000. This years proposed operating budget and warrant article will be approximately \$40,000. The amount of this years warrant article is not finalized.

Dave and Mark prepared a spreadsheet, which shows the actual expenditures for the past 5 years. This will be used as a tool in developing the 2006 budget. The spreadsheet takes into consideration all past and current changes to the budgets and account numbers. The board began discussions in regards to the proposed changes to the budget by the town administrator. The board has concerns as to why these changes are going to be made, if the changes can be made within the towns accounting system and if they are in accordance with state regulation. Dave stated that he has met with Russ, the town administrator and was provided an explanation of the changes, which he will outline, for the board. The board is tabling the discussion of the town administrator's changes until the next meeting so that the town administrator can explain his proposed changes to the board. If the town administrator does not attend the next meeting the board will use Dave's interpretation of the changes, to move forward on the format of this years budget. Fred recommended that we have a workshop night to discuss the format of the budget.

The workshops is scheduled for December 6th at 5:30 p.m. The budget committee will be present, the selectman, the town administrator and the town bookkeeper will be invited.

Dave recommended that since the gas and oil contract has been awarded the department heads should be able to give a better estimate to their heating costs. Also, if we know how much electricity is going to go up the increase should be consistent throughout all budgets.

Dave motioned to adjourn the meeting, Jim seconded, unanimous, Mark adjourned the meeting at 9:12.p.m.

Respectfully submitted,
Kelly Blackadar