

Town of Atkinson
Budget Committee Meeting Minutes
November 18, 2008

Attending: Jim Blackadar – Chairman, Dave Paquette Vice Chairman, Harold Morse, Steve Giangregorio, Mari Anne Princiotta, Fred Thompson, Bill Friel ex-officio

Jim called the meeting to order at 7:05 PM. Mike Torris and Joe Pagliarulo from the Cable Advisory Board presented 2 warrant articles for preliminary discussion. The first warrant article is for the removal of \$39,000 from the Cable Television Capital Reserve Fund. The money would be used to purchase equipment for web broadcasting and remote recording and editing equipment which will make events like Deliberative session a smoother process. Fred wanted to clarify that the cable franchise fees that the Town receives from Comcast do go into the General Fund and are not earmarked for cable operations. The second warrant article is to convert the current station manager position from part time to full time at a cost of \$33,000. This amount includes salary and benefits for $\frac{3}{4}$ of a year. The Board asked if this conversion from part time to full time was dependent upon the addition equipment being proposed in the first warrant article. Mike and Joe assured that time attributed to web broadcasting could be handled by the current manager in his part time role. The movement to full time would allow for some original programming in Town. The Board discussed whether the Selectmen or Cable Advisory would put forth the warrants. Lastly, Mike and Joe mentioned that they would be coordinating with the new Technology Advisory Board.

Mike Murphy, Fire Chief, presented the Fire Department, Homeland Security, and Dispatch budgets as follows:

	<u>2008</u>	<u>2009</u>	<u>\$ Delta</u>	<u>% Delta</u>	Notes
Ambulance	<u>1</u>	<u>1</u>	<u>-</u>	<u>0.0%</u>	1
Fire Admin	\$ 180,748	\$ 189,883	\$ 9,135	5.1%	2
Fire Fighting	56,100	56,700	600	1.1%	3
Fire Prevention/Insp	16,348	11,348	(5,000)	-30.6%	4
Training	750	750	-	0.0%	
Communications	69,392	7,000	(62,392)	-89.9%	5
Medical Services	<u>7,000</u>	<u>10,000</u>	<u>3,000</u>	<u>42.9%</u>	6
Total	<u>\$ 330,338</u>	<u>\$ 275,681</u>	<u>\$ (54,657)</u>	<u>-16.5%</u>	
Homeland Security	<u>\$ 150</u>	<u>\$ 150</u>	<u>\$ -</u>	<u>0.0%</u>	
Dispatch	<u>\$ 31,500</u>	<u>\$ 31,500</u>	<u>\$ -</u>	<u>0.0%</u>	

Notes:

1. Ambulance may change. The current provider may break the existing contract and in turn request a stipend again. However, this would be offset by any rent charges. The Chief expects this to be resolved by Deliberative session and any adjustments can be made at that time.
2. The largest increase is for FD Officers, which is the salary line for fire fighting and training. The Chief expects the year end number to be \$104,000 and the increase is to match the past expenditures and an increase in hours. Other increases are for the clerk's salary since additional effort is required for State Trauma and Emergency Medical Services for reporting. This effort needs to be done by fire fighters based on their experience. The Clerk's hours have been reduced to 25 hours a month and 27 have been proposed for this additional reporting.
3. Was a \$600 increase for food, but the Chief stated it should be level funded.
4. Reduction in inspections expected due to the economy.
5. Reduction due to the last lease payment.
6. This represents an annual contract that was previously in the other repair line. The Board determined that an Other Professional Services line would be best for this.

The Board asked questions regarding the truck maintenance line to determine if anything was specifically planned for the year. The Chief informed that repairs to the tanker will be about \$5,000 and also stated that if anything does break the expense usually starts around \$1,000 and goes up. The Board also inquired about the uniform line. The Chief stated that there are 3 members who need to be outfitted and that the State has mandated reflective vests, which need to be purchased. Lastly, the Chief

stated that he would be submitting one warrant article for the capital reserve in the amount of \$60,000. He stated he might increase that to \$100,000 to adequately fund the next planned purchase, which is in 2011 for a new tanker which, will run approximately \$500,000. Fred cautioned the Chief not to do it considering the economy.

Tim Dziechowski, Conservation Chairman, presented his budget next. Tim’s proposed budget is \$6,101, which represents a \$474 decrease from 2008 due to minor adjustments. Tim stated that there won’t be any money related warrant articles, but did add that one of the goals would be to fund their budget completely through forestry grants which would eliminate any tax burden.

The Board reviewed the minutes from the November 18, 2008 meeting.

Mari Anne motioned to accept the minutes as adjusted/Seconded by Fred/Unanimous 7-0.

Noriko Yoshida-Travers and Patti Mangini presented the Recreation, Community Center and Memorial Day budgets as follows

	<u>2008</u>	<u>2009</u>	<u>\$ Delta</u>	<u>% Delta</u>	<u>Notes</u>
Recreation	79,623	80,021	398	0.5%	1
Community Center	47,024	48,634	1,610	3.4%	2
Memorial Day	1,601	1,301	(300)	-18.7%	3
Flags	1,000	1,000	-	0.0%	
Total Culture & Recreation	<u>129,248</u>	<u>130,956</u>	<u>1,708</u>	<u>1.3%</u>	

Notes:

1. Increase is due to the purchase of a cell phone for Sun and Fun.
2. Increase is due to projected utilities increase for electricity, heat and water.
3. Decrease is because the Town purchased their own microphone system last year and will not have to rent one this coming year.

The next meeting is scheduled for December 2, 2008 at 7:00 PM. The Agenda will include the Tax Collector and Town Administrator.

Fred motioned to adjourn the meeting/Seconded by Dave/Unanimous 7-0. Jim adjourned the meeting at 9:20 PM.

Respectively submitted,
kjb