

Town of Atkinson  
Budget Committee Meeting Minutes  
January 6, 2009

Attending: Jim Blackadar – Chairman, Dave Paquette Vice Chairman, Steve Giangregorio, Fred Thompson, Bill Friel ex-officio

Jim called the meeting to order at 7:12 PM. Jim stated that the plan for the evening is to finalize the budget. The first order of business was to review the minutes from the December 30, 2008 meeting.

**Fred motioned to accept the minutes as presented/Seconded by Dave/Unanimous 5-0.**

Don Murphy, Animal Control, presented an update to his budget to cover the cost of rabies shots for the officers in the amount of \$4,000. Jim informed Don that the OPS line in the budget was there to account for rabies shots amongst other items. The Board agreed to raise the OPS line from \$2,000 to \$5,000.

**Fred motioned to final accept the Animal Control budget in the amount of \$23,092/Seconded by Steve G./Unanimous 4-0.**

The Board began finalizing the remaining budgets as follows:

Financial Administration – 4150

The budget was tabled for input from the Technology Committee on the computer budget. However, the figures have not been received. Therefore, the Board level funded the computer budget at \$37,000.

**Fred motioned to final accept the Financial Admin budget in the amount of \$268,127/Seconded by Steve G./Unanimous 4-0.**

General Government Buildings - 4194

The Board focused their efforts on the Town Hall general maintenance line. The board reduced the amount to re-roof Town Hall from \$34,000 to \$28,000, eliminated \$1,200 for the partition between cable and the bookkeeper's office since the work is already completed and eliminated the counter in the Town Clerk's office. The Board set the line at \$40,000.

**Fred motioned to final accept the General Government Buildings budget in the amount of \$117,213/Seconded by Steve G./Unanimous 4-0.**

Police – 4210

Dave had made the updates for the adjustments made in the previous meeting.

**Fred motioned to final accept the Police budget in the amount of \$767,892/Seconded by Steve G./motion passes 3-1.**

Elderly Affairs – 4215

Jim asked Director Consentino about reducing the Separation Costs. Bill cautioned the Board that the State was very specific in what needed to be done and that the funding needed to come from this line. Dave also inquired about the labor line. In both instances the majority of the Board determined to keep the lines as presented.

**Fred motioned to final accept the Elderly Affairs budget in the amount of \$37,419/Seconded by Steve G./motion passes 3-1.**

Ambulance – 4215

**Dave motioned to final accept the Ambulance budget in the amount of \$1/Seconded by Fred/Unanimous 4-0.**

Highway – 4312

The Board made the following adjustments:

Sealers \$10,000 to \$5,000

Signs/Line Painting \$13,000 to \$8,000

Contract Labor/Summer \$30,000 to \$25,000

**Dave motioned to final accept the Highway budget in the amount of \$425,032/Seconded by Fred/Unanimous 4-0.**

Street Lighting - 4316

The Board increased this line to \$35,000 to cover the increased trend in this line.

**Dave motioned to final accept the Street Lighting budget in the amount of \$35,000/Seconded by Steve G./Unanimous 4-0.**

Health Agencies – 4415

Dave stated that we should level fund this budget and the Board agreed.

**Dave motioned to final accept the Health Agencies budget in the amount of \$45,428/Seconded by Steve G./Unanimous 4-0.**

General Assistance – 4442

After discussion by the Board it was determined to level fund the budget. It was agreed that the budget is a complete unknown and that past expenditures haven't been near the original requested amount.

**Dave motioned to final accept the General Assistance budget in the amount of \$16,000/Seconded by Fred/Unanimous 4-0.**

Care of Grounds – 4520

The care of grounds contract has not been awarded. Therefore the Board level funded this line.

**Fred motioned to final accept the Care of Grounds budget in the amount of \$30,400/Seconded by Dave/Unanimous 4-0.**

Community Center – 4520

The budget was held pending the cleaning contract, which has not been determined. Therefore the Board level funded that line and the budget.

**Fred motioned to final accept the Community Center budget in the amount of \$48,634/Seconded by Dave/Unanimous 4-0.**

Library – 4550

The Board reduced the OPS line from \$14,400 to \$10,000 based on previous discussions that the Library would go out to bid on their computer contract and work with the Technology Committee. The Board did not make any further adjustments due to the unknown of the utilities and cleaning contract for the new building which represent the majority of the increases in this budget. Fred mentioned that under RSA 202 the Library is required to provide an annual report, which identifies all donations received, and outlines how those donations were spent. There were discussions regarding how to account for the additional expenditures associated with the donations made to the building above the \$2.7 million authorized by the voters. Bill stated that the Library would be required to submit the correct annual report this year.

**Dave motioned to final accept the Library budget in the amount of \$351,096/Seconded by Steve G./motion passes 3-1.**

Dave informed the Board that the final budget is \$4,119,769 which represents a \$31,277 increase from 2008 (0.77 percent). Jim stated that he was pleased with the process and progress of the Board this year. The Board set the revenue as follows:

<b>Account No.</b>	<b>Description</b>	<b>2009</b>
31201.000.00	Current Use	2,500
31851.000.00	Timber Tax	250
31901.000.00	Interest Costs/late Prop Tax	30,000
32101.000.00	Business Permits	300
32103.000.00	Town Clerk Misc Fees (E-Reg)	11,000
32201.000.00	Motor Vehicle Permits	1,200,000
32202.000.00	Motor Vehicle Titles	2,500
32203.000.00	MV (MA) Registration Fees	20,000
32301.000.00	Building Permits	20,000
32302.000.00	Electrical Permits	9,000
32304.000.00	Plumbing/Gas Permits	7,000
32305.000.00	Septic/Wells/Health Permits	6,000
32306.000.00	Fire Permit	8,000
32901.000.00	Dog License & Fines	11,000
32903.000.00	Marriage License	1,500
32906.000.00	Boat Fees	4,000
32909.000.00	Other (specify) Fees	8,000
33510.000.00	Shar Rev / Block Grant	30,000
33520.000.00	Shared Rev / Meals & Rooms Tax	290,000
33530.000.00	Highway Block Grant	136,266
33590.000.00	Other Reimburse State NH	30,000
34011.000.00	Income from Departments	9,000
34095.000.00	Recreational/Sun&Fun/ACC	36,000
35011.000.00	Sale of Town Property	4,000
35020.000.00	Interest from Deposits	100,000
35091.000.00	Cable Income	100,000
35092.000.00	Copies	2,500
	Total	2,078,816

Jim stated that next week the Board would review the warrant articles. The next meeting is scheduled for January 13, 2009 at 7:00 PM.

**Fred motioned to adjourn the meeting/Seconded by Steve/Unanimous 5-0. Jim adjourned the meeting at 9:03 PM.**

Respectively submitted,  
kjb