

**TOWN OF ATKINSON
BUDGET COMMITTEE MEETING
Tuesday, January 6, 2015**

Members Present:

Bill Smith, Chair
Wendy Barker, Vice Chair
Kay Galloway
Sue Carroll
Tom Mealey
Craig Schuster
Phil Consentino, Selectman Liaison

Others Present:

Barbara Snicer, Assistant Town Administrator
David Williams, Atkinson TV Station Manager
Ted Stewart, Road Agent

Chairman Bill Smith opened the meeting at 7:00 PM, Tuesday, January 6, 2015

Town of Atkinson 2015 Budget:

Recommendations by the Budget Committee to hold the 2015 budget to a 2% increase from 2014. The Budget Committee requested the Selectmen to find \$22,437 more in budget cuts in order to hold the 2015 Budget to a 2% increase from 2014.

Town Administrator

- Line Number 41310.110.01 - Town Administrator - \$4,500 reduction. Mr. Consentino explained that the number of days for training a new Town Administrator were reduced.
- Line Number 41302.220 - FICA: reduced by \$279
- Line Number 41302.225 - Medicare: reduced by \$65.00
- Line Number 41302.110.01 - Insurance: is at \$1,790 goes to \$0
- Line Number 41302.230 - Retirement: goes from \$700 to \$0

Member Craig Schuster made a motion to accept the adjustments to 5 different lines in the Town Administrator account. Member Sue Carroll seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

- In the Budget Committee Account, Line Number 41509.850- Education/Conferences: reduce to \$1.00.

Member Craig Schuster made a motion to accept the reduction of Line Number 41509.850 - Education/ Conferences to \$1.00 in the Budget Committee Account. Chair Bill Smith seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

- In the Legal Services Account, Line Number 41531.390 - Professional Services: reduce by \$500 from \$7,500 to \$7,000.

Member Craig Schuster made a motion to accept the reduction of Line Number 41531.390 - Professional Services in the Legal Services Account by \$500 from \$7,500 to \$7,000. Chair Bill Smith seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

Personnel Administration Account

- Line Number 41552.250.00 - Unemployment: reduce by \$500 to \$6,500
- Line Number 41552.260.00 - Workers Comp: reduce by \$3,000 to \$47,000.

Member Craig Schuster made a motion to accept the adjustments made by the Selectmen in the Personnel Administration Account. Chair Bill Smith seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

Planning and Zoning Account

- Line Number 41911.110 - Planning Recording Clerk: reduce by \$500 from \$3,000 to \$2,500.
- Line Number 41911.341 - Telephone: reduce by \$250 to \$750.

Member Craig Schuster made a motion to accept the adjustments by the Selectmen in the Planning Account. Chair Bill Smith seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

- Line Number 41913.110 - Zoning Recording Clerk: reduce by \$200 to \$1,900.

Member Craig Schuster made a motion to accept the reduction by the Selectmen to Line Number 41913.110 to \$1,900 as recommended by the Board of Selectmen. Chair Bill Smith seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

Police Department

- Line Number 42105.341.00 - Telephone: reduce by \$500 to \$10,470.
- Line Number 42107.411.00 - Heating Oil/Propane: reduce by \$500 to a new total of \$4,775.

Member Craig Schuster made a motion to accept the changes to the Police Department budget as recommended by the Atkinson Board of Selectmen. Chair Bill Smith seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

Highway Department

- Line Number 43122.110.01 - Salary: reduce by \$3,900 for a new total of \$72,036.00.
- Line Number 43111.210.00 - Insurance: reduce by \$888 for a new total of \$33,537.00.
- Other/New, which is part of retirement: reduce by \$429 to \$9,959.00.
- Line Number 43111.220 - FICA: reduce by \$242 to a new total of \$2,982.00
- Line Number 43111.225 - Medicare: reduce by \$57 for a new total of \$697
- Line Number 43112.390 OPS - Engineer: reduce by \$500 for a new total of \$5,500.
- Line Number 43125.680.01 - Salt/Winter: reduce by \$1,988 to \$58,012.

Member Craig Schuster made a motion to accept the adjustments recommended by the Selectmen to the Highway Department Budget. Chair Bill Smith seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

In the Health/Admin account, Line Number 44111.110.00 - Health Inspector: reduce by \$500 for a new total of \$5,000.

Member Craig Schuster made a motion to accept the changes recommended by the Selectmen in the Health/Admin Account. Chair Bill Smith seconded the motion. All members of the Budget Committee voted in favor. Vote: 7/0.

Building Inspections

- Line Number 42401.341 - Telephone: reduce by \$100 to \$900.
- Line Number 42401.110.03 - Plumbing Inspector: reduce by \$400 to \$8,600.

Member Craig Schuster made a motion to accept the changes recommended by the Selectmen to the Building Inspections account. Chair Smith seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 7/0.

Highway Department

The Board of Selectmen recommended the following additions to the Highway Department budget due to the removal of \$16,500 from Line Number 43122.660.00 - Truck Lease.

- Line Number 431222.890.000 - Labor/Summer: add \$6,000.
- Line Number 43125.890.00 - Labor/Winter: add \$20,000.

Discussion: Ms. Snicer explained that if the Warrant Article for the Truck Lease fails then the Highway Department it will cost \$26,000 to contract labor. The Committee discussed the increase in summer and winter labor. Ms. Snicer explained that if the Warrant Article for the truck lease passes, then the money for contract labor will go to the undesignated fund balance. Ms. Carroll pointed out that once the money is allocated, it can be spent anywhere. Member Sue Carroll is concerned with increasing spending and taxes. According to the Bank of International Settlements, there will be a fiscal Armageddon in 2015. It is not a good time to raise taxes.

Ms. Barbara Snicer asked what the basis for the 2% increase is. Chair Smith responded that 2% was about the growth of the economy, and the Committee made that the goal for the Atkinson budget increase.

Ms. Snicer asked what the net effect on the tax rate would be. Chair Smith responded that he is not sure. Ms. Snicer explained that the Committee needs to consider the growth in valuation over the growth in expenses. Mr. Smith responded that the Committee is considering the amount the Town Government needs to spend in order to provide services to the Town. The Committee has taken the needs of the Departments into consideration.

The Committee discussed the basis for the raises in pay for Town employees and agreed that the raises were justified but did not agree that all the raises should be funded in one year. The Committee agreed that Mr. Innes did an excellent job with calculating the raises. Also, if the Selectmen want to give the raises then the money should come from somewhere else in the budget.

Ms. Snicer responded that the Selectmen are keeping spending in control, however the Committee is not considering the net; also they are not considering things like building maintenance. It has been cut back so far there is no money for emergency situations. Member Sue Carroll responded that \$254,000 was not spent last year. Ms. Snicer stated that there always is unspent money in the Town budget at

the end of the year. That is how the tax rate is brought down. Mr. Schuster explained how the Committee decided on a goal of a 2% increase in the 2015 budget from 2014.

The Committee returned to discussing the labor lines and the additional \$26,000 in the Highway Department Budget. The money is to cover the cost of contract labor in case the warrant article for the truck does not pass. Mr. Schuster explained that the Committee has not decided if they want to approve the warrant article to purchase the truck. Ms. Snicer responded that without the recommendation of the Committee, it is unlikely that the warrant article will pass.

Member Craig Schuster asked about the \$6,000 Labor/Summer line. Ted Stewart, the Road Agent appeared before the Committee. The Road Agent explained that summer labor is for all the drainage work and brush work. Member Schuster asked if the Town was hiring someone or renting a truck. Mr. Stewart explained that the Town is renting a truck and a driver that is licensed and insured. The truck is an S550 and in summer it is used for laying gravel and highway maintenance as well as brush cutting and chipping. Mr. Stewart stated that if the Budget Committee votes to approve the warrant articles, and the warrant article for the truck is approved by the voters, then the labor lines will not be needed. Mr. Stewart is not asking for more, he is asking for the same as last year. Chair Smith agrees, the Committee can review the warrant articles and defer the discussion on the contract labor lines. Member Schuster stated that if the Budget Committee recommends the truck, then the Highway Department budget will not be increased by \$26,000 for summer and winter labor. Mr. Stewart stated that the safest way to go, is to go with the budget recommended by the Board of Selectmen. Ms. Snicer informed the Committee that the \$26,000 was approved by the Selectmen. Member Carroll stated the Committee should hold off voting on the \$26,000 for summer and winter labor until they go through the warrant articles. It should be either the warrant article for the truck or \$26,000 for contract labor. Member Mealey stated that the warrant article should say that if it passes, then the \$26,000 in summer and winter labor will not be needed. Mr. Mealey wants to see those lines out of the budget. Selectman Liaison Consentino stated that it was the original agreement with the Budget Committee, that if the truck is approved, then the \$26,000 will not be needed. Mr. Stewart stated that he can add wording to the warrant article for the truck similar to the wording in the Fire Department warrant articles. Chair Smith asked if the warrant articles can be revised. Ms. Snicer responded that it is possible and it is up to the Selectmen. Ms. Snicer explained that she used the numbers for 2014 as a base and the amount should be less. Mr. Stewart is going to get a more fixed number for the truck lease. It is also possible that the lease amount could be 2.5% if the Town's bank is used instead of 4.5%. Mr. Stewart stated that he should know the lease figures by the end of the month. The Committee will know the final figures before the Deliberative Session.

Chair Smith stated that the Budget Committee has tentatively reached its goal of a no more than 2% increase in the Atkinson Town Budget from 2014 to 2015. The total amount for the Atkinson Town budget was \$4,348,533, a 2.53% increase over 2014. The \$22,437 decrease brings the increase to 2.00%.

Ms. Snicer explained that the Committee can vote to adjust the budget after the public hearing which is on January 15th. The Warrant Articles can be adjusted after the Public Hearing.

The consensus of the Committee is not to recommend the additional \$26,000 in the Highway Department budget. There was no vote on the Highway Department summer and winter labor lines.

Proposed Articles for the 2015 Warrant

Article #2015-2 - Collective Bargaining Agreement (CBA)

Shall the Town of Atkinson vote to approve the cost items included in the collective bargaining agreement reached between the Town of Atkinson and the Teamsters Local #633, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Fiscal Year</u>	<u>Estimated Increase</u>	<u>Fiscal Year</u>	<u>Estimated Increase</u>
2015	\$7,238.00	2018	\$6,822.00
2016	\$6,427.00	2019	\$7,010.00
2017	\$6,614.00		

And further to raise and appropriate the sum of Seven Thousand Two Hundred Thirty-eight Dollars (\$7,238.00) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels?

Discussion: These raises are for the Police Department. All Warrant Articles are over and above the operating budget. The Committee discussed how many personnel are covered by the contract. All police officers are covered by the contract. Ms. Snicer explained that the wording is determined by the RSA's. The amounts shown are spread across several lines and covers FICA and Medicare. If the Article fails, then the police will go the whole year without a contract. The Chief is under separate contract. These amounts cover all other personnel in the Police Department.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-3 - Authorization for Special Meeting on Defeated Collective Bargaining Article (CBA)

If Article #2015-2 is defeated, shall the Town of Atkinson authorize the governing body to call one Special Meeting, at its option to address Article #2015-2 cost items only?

Board of Selectmen: Yes 2, No 1, Abstain 0

This is not a money article so the Committee will not vote on it, even though there is a cost factor for a special meeting

Article #2015-4 Operating Budget

Shall the Town of Atkinson raise and appropriate as an Operating Budget, not including appropriations by Special Warrant Article and other appropriations voted separately, the amounts set forth on the Budget posted with the Warrant, or as amended by vote of the first session, for the purposes set forth therein, totaling _____ Dollars (\$ _____)? Should this article be defeated, the Default Budget shall be _____ Dollars (\$ _____), which is the same as last year, with certain adjustments required by previous action of the Town of Atkinson or by law, or the governing body may hold one Special Meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised Operating Budget only.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-5 Video Playback Server

Shall the Town vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) for the purpose of purchasing and installing a video playback server, associated network-attached storage and other related equipment and accessories for Atkinson Community Television, such sum to be withdrawn from the Cable Capital Reserve Fund established March 12, 1994 for this purpose? As of December 31, 2014, there were _____ Dollars (\$) in the Cable Capital Reserve Fund. No new tax dollars will be needed to fund this appropriation. This is a non-lapsing article and will not lapse until the project is complete or until December 31, 2020, whichever comes first. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: Ms. Snicer explained that the servers are between 5 and 7 years old. Ms. Snicer tried to get the numbers, as of last month there was \$288,554 in the capital reserve fund. Dave, Williams, ATV Station Manager appeared before the Committee and informed them that the funds requested are to replace a server that is over 7 years old. A new server will give additional capabilities. It has been repaired 3 times. The current server is analog. With a new server, Mr. Williams could do a direct digital dump into the server. The new server will be high definition. It is a Laytronics server, they have been in the broadcast business for 25 years.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-6 Robotic Video Cameras

Shall the Town vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000.00) for the purpose of purchasing and installing tripod-mountable, robotic video cameras and related equipment and accessories in Town Hall for Atkinson Community Television, such sum to be withdrawn from the Cable Capital Reserve Fund, established March 12, 1994 for this purpose? As of December 31, 2014, there were _____ Dollars (\$) in the Cable Capital Reserve Fund. No new tax dollars will be needed to fund this appropriation. This is a non-lapsing article and will not lapse until the project is complete or until December 31, 2020, whichever comes first. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: The Station Manager explained that due to an additional Selectman, he will need either a robotic camera or more camera people. Mr. Williams explained that he gives cameras out to the public for community broadcasts. The older cameras would be replaced and the newer ones used to give out to the public. With the additional selectman, three cameras would be necessary. With robotic cameras, camera people would not be needed for some meetings.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-7 Cemetery Capital Reserve

Shall the Town vote to establish a Cemetery Capital Reserve Fund for the purpose of developing an additional section in the Atkinson Cemetery; to appoint the Selectmen as agents to expend; and, to raise and appropriate Ten Thousand Dollars (\$10,000.00) for this purpose? This article is in addition to Article #2015-4, the Operating Budget.

Discussion: Ms. Snicer explained that there are no single grave lots left and it will be very expensive to develop the last part of the cemetery because of the slope. The Capital Reserve will have to be continued in order to buy more land. The money to purchase a lot goes in as revenue for sale of Town property and when someone is buried, the money goes to the cemetery. The price of a plot is set by the Cemetery Trustees. Only Atkinson residents can buy a plot and the cost for a plot has not increased for people over 70.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-8 Land Swap

Shall the Town vote to approve the exchange of Tax Map 20 Lot 15 [one (1) acre of Conservation land] for a parcel on Tax Map 16 Lot 9 which contains the Hall Farm Pond Prime Wetland plus a One Hundred Fifty-foot (150') buffer around it [Thirteen (13) acres, more or less]? If passed, this exchange will also require the approval of the New Hampshire Department of Transportation (NH DOT) pending approval of State and local authorities. There is no cost to the Town for this exchange.

Discussion: The Conservation Land is valuable to the abutter. The buyer will absorb all costs of the exchange. It is not a money article, so the Budget Committee will not vote on it. Due to the fact that the land is wetlands and open space, the tax is about \$50 per year, so there is no revenue lost.

Board of Selectmen: Yes 3, No 0, Abstain 0

Article #2015-9 Lean-to Shed

Shall the Town vote to raise and appropriate Four Thousand Dollars (\$4,000.00) to construct a 12' by 30' lean-to shed on the North side of the Town Salt Shed, to be used by the Conservation Commission and Road Agent for storage of small equipment? This is a non-lapsing article and will not lapse until the project is complete or until December 31, 2020, whichever comes first. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: The Town needs a shed to store equipment that is currently being kept in peoples' houses and garages. \$4,000 is not enough to build the shed.

Board of Selectmen: Yes 2, No 1, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-10 Elder Services' Capital Reserve

Shall the Town vote to establish an Elder Services' Capital Reserve Fund for the purposes of replacing vehicles and equipment, and to raise and appropriate Twenty Thousand Dollars (\$20,000.00) for this purpose? This article is in addition to Article #2015-4, the Operating Budget.

Discussion: The Town spent around \$5,000 to repair the wheelchair van in 2014, and it will need to be replaced in a few years. It is a \$50,000 vehicle. The Capital Reserve would be to replace vehicles. Member Wendy Barker recommended that the Town use donations. Ms. Snicer replied that the Town needs a capital reserve in case there are not enough donations.

Board of Selectmen: Yes 2, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-11 Purchase Fire Pumper

Shall the Town vote to raise and appropriate Four Hundred Fifty Thousand Dollars (\$450,000.00) to purchase a new Pumper and associated equipment for the Fire Department, of which Three Hundred Forty-five Thousand Dollars (\$345,000.00) to come from the Fire Department Capital Reserve Fund, as modified March 14, 2000, and established for this purpose, and One Hundred Five Thousand Dollars (\$105,000.00) to be raised by taxes, and to authorize the Selectmen to dispose of the 1982 Mack Fire Pumper by trade, sale or bid? This purchase is to replace the 1982 Pumper, and is a non-lapsing

article and will not lapse until the project is complete or until December 31, 2020, whichever comes first and is in addition to Article #2015-4, the Operating Budget.

Discussion: The truck has already gone out to bid. If the 1982 truck is sold, the money goes to the general fund.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-12 Fire Department Capital Reserve

Shall the Town vote to raise and appropriate the sum of One Hundred Twenty-five Thousand Dollars (\$125,000.00) to be added to the Fire Department Capital Reserve Fund, as modified March 14, 2000 for the purpose of acquiring fire equipment and vehicles, as outlined by the Board of Engineers' Capital Improvement Plan if and only if Article #2015-11 to purchase a new Pumper fails to pass?

Discussion: If Article #2015-11 does not pass, then the \$125,000 will go to the Fire Department Capital Reserve Fund to purchase in 2016. The fund has to be replenished regardless if any equipment is purchased. There is a warrant article to raise money for the Fire Department Capital Reserve Fund every year.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-13 Replace SCBA Gear

Shall the Town vote to raise and appropriate the sum of One Hundred Thirty-one Thousand Nine Hundred Seventy-six Dollars (\$131,976.00) for the purchase of Self-Contained Breathing Apparatus (SCBA) and associated equipment for the Fire Department, if and only if One Hundred Twenty-five Thousand Six Hundred Ninety-two Dollars (\$125,692.00) comes from the U.S. Department of Homeland Security Federal Emergency Management Funds (FEMA) and Six Thousand Two Hundred Eighty-four Dollars (\$6,284.00) to be raised by taxes? This is a non-lapsing article and will not lapse until the purchase is complete or until December 31, 2020, whichever comes first. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: This is to replace out of date equipment, the department will not be allowed to use it after this year. No one will even fill the tanks. It is dependent upon a grant from Homeland Security.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-14 Shim and Overlay Roads

Shall the Town vote to raise and appropriate the sum of Three Hundred Fifty-five Thousand Three Hundred Twenty-two Dollars (\$355,322.00) to shim and overlay the following roads: Orchid Springs Drive, Linebrook Road, Waters' Edge, Stickney Road, Hemlock Heights Road, Hemlock Shore Drive, Palmer Road, Ledge Road, Chase Island Road, Boulder Cove Road and a portion of Meditation Lane, using 4,873 Tons of DOT-approved asphalt? All work is to be done under the supervision of the Road Agent. This is a non-lapsing article and will not lapse until the project is complete or until December 31, 2020, whichever comes first. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: It is a 10 year fix. It is one third the cost of a reclaim and only one tenth the cost of rebuilding the road.

Board of Selectmen: Yes 3, No 0, Abstain 0

(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-15 Highway Department Truck

Shall the Town vote to authorize the Board of Selectmen to enter into a long-term lease purchase agreement, subject to annual funding, in the amount of Ninety-nine Thousand Nine Hundred Fifty Dollars (\$99,950.00) for the purchase of a Ford F-550 dump truck to include the wing and plow, or equivalent, and accessories, for the Highway Department, and to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000.00) for the first year's payment? This article is in addition to Article #2015-4, the Operating Budget.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-16 Purchase a Loader/Backhoe

Shall the Town vote to authorize the Selectmen to enter into a long-term lease/purchase agreement, subject to annual funding, in the amount of Ninety-two Thousand Nine Hundred Fifty Dollars (\$92,950.00) for a Fourteen-Foot Class Loader/Backhoe and accessories for the Highway Department, and to raise and appropriate the sum of Nineteen Thousand Three Hundred Forty Dollars (\$19,340.00) for the first year's payment? This article is in addition to Article #2015-4, the Operating Budget.

Discussion: The Road Agent explained that at present, the Town rents a backhoe by the hour from him. The Town usually spends about \$20,000 per year for backhoe rental. The first five years, the Town would break even, but would save money for the last five years. If the article does not pass, it is possible to rent a backhoe, however running a new backhoe from a dealer would cost about \$30,000 per year. Mr. Stewart also explained that insurance cost to the Town is much less than his cost.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-17 Winter Capital Reserve

Shall the Town vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000.00) to be added to the Winter Capital Reserve Fund, to come from the Undesignated Fund Balance? As of December 31, 2014, there were _____ Dollars (\$ _____) in the Winter Capital Reserve Fund. No additional tax dollars will be needed to fund this appropriation. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: Ms. Snicer informed the Committee that there is currently \$35,000 in the account.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-18 Kimball House Shutters

Shall the Town vote to raise and appropriate Two Thousand Five Hundred Dollars (\$2,500.00) to purchase and install vinyl shutters on the Kimball House? This is a non-lapsing article and will not lapse until the purchase is complete or until December 31, 2020, whichever comes first. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: The Committee discussed where the Kimball House is.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-19 Radar Message Sign

Shall the Town vote to raise and appropriate Sixteen Thousand Dollars (\$16,000.00) to purchase a new Speed Alert Radar Message Sign as recommended by the Highway Safety Committee? This is a non-lapsing article and will not lapse until the purchase is complete or until December 31, 2020, whichever comes first. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: This was originally in the operating budget, however the Budget Committee requested it be made a Warrant Article.

Board of Selectmen: Yes 2, No 1, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-20 Playground Repairs

Shall the Town vote to raise and appropriate Five Thousand Dollars (\$5,000.00) for repairs to Tyke Towers, such funds to come from the Recreation Capital Reserve Fund, established March 9, 2004 for the purpose of acquisition, design, renovation and development of recreation areas? As of December 31, 2014, there were _____ Dollars (\$) in the Recreation Capital Reserve Fund. This is a non-lapsing article and will not lapse until the project is complete or until December 31, 2020, whichever comes first. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: Mr. Stewart explained that \$5,000 is a very optimistic number. The Engineer still has not informed him of the cost. There was \$6,823.15 in the fund as of November 2014.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-21 Recreation Capital Reserve

Shall the Town vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000.00) to be added to the Recreation Capital Reserve Fund, established March 9, 2004 for the purpose of acquisition, design, renovation and development of recreation areas? This article is in addition to Article #2015-4, the Operating Budget.

Discussion: none

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-22 Tax Collector’s Salary Increase

Shall the Town Vote to increase the Tax Collector’s annual salary from Twenty-seven Thousand Seven Hundred Eighty-five Dollars (\$27,785.00) to Thirty-one Thousand Seven Hundred Eighty-five Dollars (\$31,785.00) effective April 1, 2015, continuing with benefits as identified in the original contractual agreement dated 8/9/1999 relating to the Atkinson Personal Policies and Procedures Manual? This is within the average range of Tax Collector’s salaries in towns of similar in size to Atkinson in New Hampshire. This will increase the 2015 Operating Budget by Three Thousand Two Hundred Thirty Dollars (\$3,230.00), which includes FICA, & Medicare. This Article is in addition to #2015-4, the Operating Budget.

Discussion: This amount is not in the operating budget.

Board of Selectmen: Yes 2, No 1, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-23 Deputy Tax Collector's Hours

Shall the Town Vote to increase the Deputy Tax Collector's Hours from a maximum of 250 hours annually to a maximum of 300 hours annually, effective April 1, 2015? This increase reflects an increase of 50 hours annually. This will increase the 2015 Operating Budget by Seven Hundred Seventy-five Dollars (\$775.00) which includes FICA, & Medicare. This article is in addition to Article 2015-4, the Operating Budget.

Discussion: None.

Board of Selectmen: Yes 2, No 1, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-24 250th Anniversary Expendable Trust Fund

Shall the Town vote to raise and appropriate Two Thousand Five Hundred Dollars (\$2,500.00) to be added to the 250th Anniversary Expendable Trust Fund, established March 11, 2014 for the purpose of celebrating the 250th Anniversary of Atkinson's incorporation, in 2017, such funds to come from the Undesignated Fund Balance? No additional tax dollars will be needed to fund this appropriation. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: None

Board of Selectmen: Yes 2, No 1, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-25 Town Hall Generator

Shall the Town Vote to raise and appropriate the sum of Seven Thousand Five Hundred Dollars (\$7,500.00), in addition to Article #2013-22 for \$35,000.00, to purchase and install a stand-by generator which will provide enough electricity to power Town Hall in an emergency situation, allowing Town Hall to remain operational during a power outage, such funds to come from the Undesignated Fund Balance? No additional tax dollars will be needed to fund this appropriation. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: There was supposed to have been a grant. Ms. Snicer explained that they did not raise enough money to pursue the grant. If this article is passed, then the Town will pursue a grant. The total price of the generator is under \$50,000. Ms. Galloway commented that the generator at the Library was purchased with a 50/50 FEMA grant. The total cost of the generator at the Library was \$75,000.

Board of Selectmen: Yes 3, No 0, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-26 Town Clerk's Salary Increase

Shall the Town vote to increase the Town Clerk's salary from Forty-six Thousand Six Hundred Fifty-four Dollars (\$46,654.00) to Fifty Thousand Five Hundred Ninety-two Dollars (\$50,592.00) effective April 1, 2015, continuing with the Full-time benefits as identified in the Atkinson Personnel Policies and Procedures Handbook? This increase is the mid-range for the Clerk's salary in towns of our size in New Hampshire. This will increase the 2015 Operating Budget by Three Thousand Five Hundred Ten

Dollars (\$3,510.00), which includes FICA, Medicare and the NH Retirement benefits. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: Approximately \$3,000 has already been allocated to increase the Town Clerk's salary in the Operating Budget. Ms. Barker pointed out that the warrant article is \$983 more than what was allocated in the operating budget. They have been getting COLA increases but not merit raises. Selectman Liaison Consentino stated it was his belief that elected officials can only get pay increases through a warrant article. Ms. Snicer explained that the present tax collector has a separate agreement with the Selectmen to get merit raises and other benefits. The Town Clerk went to the Selectmen to the position full time about seven years ago. Vice Chair Barker asked why some Town employees get increases in the budget and there are inconsistencies. The Committee discussed inconsistencies in employee pay. Mr. Consentino agreed that there should not be a warrant article for an increase and an increase in the operating budget. Chair Smith asked if the Committee should take out the increase in the Town Clerk salary line. Mr. Stewart informed the Committee that when he was elected Road Agent, he ran for a position that paid a certain amount and two weeks after he was elected, the Selectmen cut the rate. The Selectmen have the right to set salary under the RSA's. Chair Smith suggested asking Town attorney. The Committee agreed that if this warrant article is approved, the line item to increase the Town Clerk's salary in the operating budget should be taken out.

Board of Selectmen: Yes 2, No 1, Abstain 0
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

Article #2015-27 Treasurer/Deputy Treasurer Stipend Increase

Shall the Town vote to increase the Treasurer' and Deputy Treasurer's stipends as follows: Treasurer from Two Thousand Dollars (\$2,000.00) to Two Thousand Five Hundred Dollars (2,500.00) per year; Deputy Treasurer from One Thousand Two Hundred Fifty Dollars (\$1,250.00) to One Thousand Seven Hundred Fifty Dollars (\$1,750.00) per year, effective April 1, 2015? This will increase the Operating Budget by One Thousand Dollars (\$1,000.00) annually. This article is in addition to Article #2015-4, the Operating Budget.

Discussion: The Committee agreed that there was no increase for the Treasurer/Deputy Treasurer Stipend in the operating budget.

Board of Selectmen: Yes 2, No 0, Abstain 1
(Not) Recommended by the Budget Committee: Yes _____ No _____ Abstain _____

The remaining warrant articles are not money articles and the Budget Committee did not discuss them.

Minutes: Deferred

Member Craig Schuster made a motion to adjourn the Tuesday, January 6, 2015 meeting of the Town of Atkinson Budget Committee at 9:06 PM. Chair Bill Smith seconded the motion. All members present voted in favor. Vote: 7/0.

The next meeting will be Tuesday, January 13, 2015 at 7:00 PM in the Atkinson Town Hall.