

**TOWN OF ATKINSON  
BUDGET COMMITTEE MEETING  
Thursday, November 12, 2015**

**Members Present:**

Bill Smith, Chair  
Wendy Barker, Vice Chair  
Sue Carroll  
Peter Torosian  
Tom Mealey  
Kay Galloway

**Others Present:**

Bill Innes, Town Administrator  
Diane Heer, Kimball Library Director  
Jim Cobb, President of the Library Trustees

Chair Bill Smith called the meeting to order at 7:00 pm.

Agenda: Review minutes, review budget

**General Discussion:**

**Library - Account Numbers 45501 and 45502:**

The correct numbers are from the proposed columns. This will bring the amount to a 3.3% increase.

\$123,407 amount includes \$115,607 for salary and \$7,800 for 10 hours a week more. Chair Smith would like to recommend for the Budget Committee...

The heat line is down. The computer hardware line is \$7,000 instead of \$10,000 for 2015. Health insurance also went down. The correct number is \$38,488 for health insurance. These changes bring the total to a 3.3% increase.

The Committee returned to a discussion of salaries. The Director's salary is based on a two year contract. The Selectmen had proposed a 2% COLA for all departments and a 1% merit. The 2% COLA was eliminated and part was shifted to the merit line for a 2% merit increase. Chair Smith asked Ms. Heer her opinion for 2017.

Ms. Heer explained that the Trustees decide the salary for the Director. She requested 2% to start for herself and the staff. Mr. Torosian pointed out that the increase for the Director and Assistant Director are quite a bit more than 2%. Ms. Heer explained that the Directors did a salary analysis of equivalent libraries. Ms. Heer's current salary is thirteenth out of thirty. Chair Smith asked again about what her plans are going forward. Mr. Cobb explained that Ms. Heer's salary would be renegotiated in 2017 because 2016 is the end of a two year contract. Mr. Cobb said the Trustees would think about it.

There is a 6.7% increase in hours in addition to the 2% COLA. Ms. Heer explained that she has looked at the hours again and found some hours in the budget and decided it should be a 20 hour position. The hours have been reallocated to current staff.

Chair Smith informed the audience that each household in Atkinson pays approximately \$200 per year for the library. Also for every person who does not want to see cuts in the Library, there are an equal number that do not use the library.

Ms. Carroll expressed that the Library needs to cut expenses, and needs to decide what they want to cut. Mr. Torosian stated that he read the emails and pointed out that the 2009 Library budget was \$242,000 and the 2016 proposed Library budget is around \$421,000. The amount of money spent on the Library has grown more than any other department. Ms. Heer is concerned that cutting hours at the Library was not discussed when she was present. Ms. Galloway pointed out that many of the people who use the library are on fixed incomes and cannot afford a newspaper or magazine subscriptions at home. Ms. Barker asked if anyone had done an analysis of how much would be saved if Library hours were cut.

Chair Smith proposed a 2% increase in hours for Library staff rather than a 6.67% increase. It would give the Library employees a 2% raise, which is higher than other departments in Town and would be in line with the

increases for the Director and Assistant Director. This would save about \$5,488, changing the 3.3% increase to a 1.05% increase in the salary line. The base would be \$115,607. 2% more would be \$2,312. This would save about \$5,400, it would be an increase of about 1% over all for the Library

**Chair Smith made a motion that the Budget Committee recommend that a 2% increase be funded for a total of \$117,919 for Line Number 45501.110.03, Staff in the Library Budget. Line Number 45501.110.04, Employee Merit would be \$2,312.**

Discussion: This would make the 3rd and 4th lines 2% more.

**Member Sue Carroll seconded the motion.**

Ms. Heer pointed out that the 2% increase was for hours and would bring the base to \$117,919. The merit line should be 2% of \$117,919. Chair Smith agreed, 4% would be added. That would make Line Number 45501.110.04, Employee Merit is \$2,358. Mr. Mealey asked what the increase in hours was for. Ms. Heer reiterated that the extra hours are for technical classes for the older community.

**Chair Smith amended the motion to state that a 4% increase be funded, a 2% increase in hours for a total of \$117,919 for Line Number 45501.110.03, Staff and an additional 2% in Employee Merit, Line Number 45501.110.04 for a total of \$2,358. Member Sue Carroll seconded the motion. The Atkinson Budget Committee voted five in favor and one opposed. Vote: 6/0/0.**

Vice Chair Barker agreed that many library patrons do not have the technical expertise to use the computers and a technical liaison is needed. Ms. Heer reiterated that she and the Assistant Director do not have time to teach patrons technical skills. Chair Smith asked about the Friends of the Library and if any of these people are willing to volunteer. Ms. Galloway stated that the computer skills of the Friends of the Library is unknown.

Member Carroll suggested that the Library push for donations. Ms. Heer reiterated that the Friends of the Library are very generous and many improvements have been made. The Library takes in around \$8,000 in fines and the money is used to purchase DVD's. The Library also gets money from income generating equipment, such as the copier. All the paper and toner are paid for by copying charges. The donations from the Friends of the Library can only be spent for very specific items and is audited by the Town auditors. Donations cannot be used for heat, electricity, building maintenance or salaries. The Committee discussed rates for overdue books and DVDs. Chair Smith suggested the Library look for volunteers to teach technical skills. The Committee discussed how the money the Library takes in could be spent.

There is now a 2.3% increase in the Library budget. Chair Smith asked if other lines could be decreased. The Committee discussed materials of trade and if the money from fines could be used to purchase books. Ms. Heer pointed out that the Library has not asked for an increase in materials of trade in seven years. The reason is ebooks cost more to purchase. The Library purchases books in many formats. Many large print books are purchased. The ebooks are purchased through a consortium with the State. Much of the reference material is now on line which saves money and some of that money has been shifted to other areas. Vice Chair Barker stated that the wait list for a best seller can be as long as six months.

**Chair Smith made a motion that the Budget Committee recommend the FICA and Medicare according to the changes in lines 45501.230.03 and 45501.230.04 voted on previously. Member Torosian seconded the motion. The Atkinson Budget Committee voted five in favor and one opposed. Vote: 5/1/0.**

**Chair Smith made a motion to recommend the same as the Selectmen other than the lines that have been discussed earlier as follows:**

**Library Admin**

<b>45501.341.00</b>	<b>Telephone</b>	<b>2,940</b>	<b>2,940</b>	<b>2,940</b>
<b>45501.360.00</b>	<b>Cleaning Service</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
<b>45501.410.00</b>	<b>Electricity</b>	<b>18,755</b>	<b>18,755</b>	<b>18,755</b>

45501.411.00	Heat	14,600	14,600	14,600
45501.560.00	Dues/Subs/Memberships	570	570	570
45501.610.00	Library Supplies	4,750	4,750	4,750
45501.625.00	Postage	250	250	250
45501.670.00	Materials of Trade	35,000	35,000	35,000
45501.740.00	Equipment/Maintenance	6,600	6,600	6,600
45501.820.00	Mileage	1,000	1,000	1,000
45501.840.00	Youth Programs	1,000	1,000	1,000
45501.850.00	Education/Conferences	2,000	2,000	2,000

**Library Misc.**

45502.390.00	Other Prof Services	13,540	13,540	13,540
45502.412.00	Water line usage/fire protection	2,800	2,800	2,800
45502.640.00	Custodial Supplies	1,000	1,000	1,000
45502.730.00	Computer Software	6,500	6,500	6,500
45502.740.00	Computer Hardware	7,000	7,000	7,000
45502.810.00	Water	200	200	200
	Other/New	0	0	0

**Member Kay Galloway seconded the motion. The Atkinson Budget Committee voted three in favor, two opposed and one abstained. Vote: 3/2/1.**

Grounds Maintenance - Account Number 45202:

Mr. Innes informed the Committee that all the bids had come in and the Selectmen lines remained the same with the exception of Line Number 45202.890, Contract Care of Grounds which went from \$21,000 to \$20,000, a \$1,000 reduction. The total budget for Grounds maintenance would be \$40,400, down about 2%.

**Chair Smith made a motion for the Budget Committee to recommend the same as the Selectmen for the following lines:**

45202.390.00	Professional Services: Care of Grounds	17,000	17,000	17,000
45202.412.00	Water line usage/fire protection	1,400	1,400	1,400
45202.730.00	Plantings: Care of Grounds	2,000	2,000	2,000

**and for Line Number 45202.890, Contract Care of Grounds for the Budget Committee to recommend \$20,000 based on the latest bid. The Road Agent had requested \$21,000 and the Selectmen had recommended \$21,000. Member Sue Carroll seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.**

The Committee discussed raises for the Tax Collector, the Assistant Tax Collector, the Treasurer and the Assistant Treasurer. Those positions do not go to a warrant. The proposed raises do not apply to Building

Inspectors or the Selectmen. The proposed raises only apply to salaried employees, including part time employees.

Property and Liability Insurance - Account Number 41961: Mr. Innes explained the Town is expecting a 50% increase, and that it runs from June to July, which equates to a 25% increase for the last half of 2016. This cost is an estimate and not all bids have come in, so the amount may come down. Chair Smith asked the Committee if they should vote on it tonight. Mr. Innes informed the Committee that the bids are due on December 4th and will take time to review.

**Chair Smith made a motion for the Budget Committee to recommend \$76,280 for Property and Liability Insurance, Account Number 41961, the same as the Selectmen. Member Carroll seconded the motion. All members of the Budget Committee voted in favor. Vote: 6/0/0.**

Advertising Regional - Account Number 41974:

This is on a per capita basis. This year it is \$.97 per capita. It is for Rockingham Regional Planning Assistance. Member Carroll is opposed to Regional Planning Boards. Mr. Innes explained that the Town will be building a Capital Improvement Plan next year to tie in with the Town Master Plan.

**Member Galloway moved that the Budget Committee recommend the same amount as the Selectmen.**

Discussion: Ms. Galloway stated that she read the RSA's and the Town can accept or reject any of their recommendations. Mr. Innes stated that the Selectmen have the final say. The people from Rockingham Planning Commission work closely with the Atkinson Planning Board. Member Carroll is concerned about local and states rights.

**Member Barker seconded the motion. The Atkinson Budget Committee voted 2 in favor, 3 opposed and one abstained. Vote: 2/3/1. The motion did not carry.**

Mr. Innes stated that he would go to Keach Nordstrom for an estimate of the work. Ms. Carroll does not understand why we need an engineer. Mr. Innes replied that the expertise of an engineer is needed for development and for the capital improvement plan. The master plan gives an overview of what needs to be done, the capital improvement plan sets specific goals. It is not required by law for a master plan or a capital improvement plan. Ms. Barker explained that the Town gets the same services from the Rockingham Planning Commission as it would from an engineer but saves money by using resources from the County. The Committee discussed why the Town could not wait a year for the Capital Improvement Plan. Chair Smith requested to see the previous capital improvement plan. Mr. Smith asked if money from elsewhere could be shifted from somewhere else by the Selectmen.

Chair Smith stated that this is the first pass and the Committee will go back through the budget again later so the Advertising Regional Account can be revisited.

Elder Services - Account Number 42151:

Mr. Innes explained that the hours for the current Director are being reduced to 3 hours per week and the Town is hiring someone to answer the phone and for dispatch. The salary will be a little less than the Director.

The Committee discussed the Vehicle Gas line. Member Torosian pointed out that last year \$11,000 was budgeted and 6,856 was spent. The cost of gas is down 25%. The number of calls will remain flat.

**Member Torosian made a motion to recommend \$8,256 for Vehicle Gas Line Number 42151.635.00.**

Discussion: Ms. Barker questioned why more people do not take advantage of other services that receive Federal grants. Also, perhaps Elder Services could work in conjunction with the Community Center, the Library and the Police. Mr. Innes replied that other programs would not be able to handle the number of rides that Elder Services do, or drive the distance that Elder Services will. Most of the people who take advantage of the rides do not have anyone else to take them. Elder Services have a wheelchair van. Ms. Barker asked if the people who use the service are qualified. Mr. Innes explained that they are asked for the names of nearest

relatives. Ms. Carroll pointed out that she drives her parents. Also, that Elder Services has done a good job of limiting services and seeking funding. Mr. Innes explained that Elder Services has had \$30,000 in donations. \$17,000 went to the Elder Assistance fund. There was a senior in need and the Selectmen voted for \$500 to put in a ramp. There is \$13,458 in the transportation fund and the Town is planning on purchasing a car. The next fund raiser is to raise \$40,000 to \$50,000 to replace the van. At present, Elder Services has 6 cars, one has been taken off the books and will be traded in or auctioned off. One other car needs to be replaced. The new car will replace this one. Ms. Carroll informed the Committee that a friend is purchasing a handicapped van and found one for \$16,000 on Craigs List. There are many handicapped vans on Craigs List. Ms. Galloway pointed out that there was a jump between 2013 and 2014 when Elder Services separated from the Police Department and no one foresaw that a dispatcher would be needed. Chair Smith also pointed out alternatives such as neighbors, churches other clubs like the Lions Club and so on.

**Chair Smith seconded the motion to reduce Vehicle Gas Line Number 42151.635.00 to \$8,250. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.**

Discussion: Member Carroll questioned the Other Professional Services Line.

**Chair Smith made a motion to recommend the same as the Selectmen for the other lines in the Elder Services Account as follows:**

<b>42151.341.00</b>	<b>Telephone</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>42151.390.00</b>	<b>Other Professional Services</b>	<b>1,600</b>	<b>1,600</b>	<b>1,600</b>
<b>42151.620.00</b>	<b>Office Supplies</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>42151.625.00</b>	<b>Postage</b>	<b>100</b>	<b>100</b>	<b>100</b>
<b>42151.660.00</b>	<b>Vehicle Maintenance (5 vehicles)</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>42151.850.00</b>	<b>Educational Conferences</b>	<b>100</b>	<b>100</b>	<b>100</b>

**Member Kay Galloway seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 6/0/0.**

Dispatch - Account Number 42992:

Mr. Innes looked at several options. One is Rockingham County. They can handle the Police Department but not the Fire Department. Selectmen Friel and Grosky with Plaistow. Another option is to have Plaistow do dispatch for the Fire Department and Rockingham County for the Police Department. The Town could also continue to have Plaistow do dispatch for both the Fire Department and Police Department either at the current bid or a reduced bid.

Building Inspections - Account Number

**Chair Smith made a motion for the Budget Committee to recommend the same as the Selectmen for the following lines in the Building Inspections Account, excepting those that were already voted on and FICA and Medicare:**

<b>42401.341.00</b>	<b>Telephone</b>	<b>900</b>	<b>900</b>	<b>900</b>
<b>42401.390.00</b>	<b>Other Prof Services</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>42401.620.00</b>	<b>Office Supplies</b>	<b>1,950</b>	<b>1,950</b>	<b>1,950</b>
<b>42401.625.00</b>	<b>Postage</b>	<b>100</b>	<b>100</b>	<b>100</b>

42401.740.00	New Equip	1	1	1
42401.820.00	Mileage	100	100	100
42401.850.00	Education/Conf	400	400	400
	Other/New	0	0	0

Member Torosian seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.

Dispatch - Account Number 42992: The Committee returned to the Dispatch account. Mr. Innes suggested carrying over the Selectmen's number for Dispatch and the vote can be changed if necessary when the bids come in.

Chair Smith made a motion to recommend \$47,717, the same as the Selectmen for Dispatch - Account Number 42992. Member Torosian seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.

Health Administration - Account Number 44111: There are 3 lines that have been adjusted.

Chair Smith made a motion that the Budget Committee recommend the following, including the adjustments to Health Inspectors Salary, FICA and Medicare, for Health Administration - Account Number 44111 as follows:

44111.110.00	Health Inspectors	5,100	5,000	5,000
44111.220.00	FICA	316	310	310
44111.225.00	Medicare	74	73	73
44111.341.00	H.O. Pager	1	1	1
44111.390.00	Other Prof Services	1	1	1
44111.850.00	Education/Conf	200	200	200
44111.860.00	Public Notice	100	100	100
	Other/New	0	0	0

Member Sue Carroll seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.

Animal Control - Account Number 44191: Mr. Innes informed the Committee that the Selectmen had adjusted the lines for the Animal Control Officer and the Assistant Animal Control Officer.

Member Torosian made a motion for the Budget Committee to recommend the same as the Selectmen for Animal Control, Account Number 44191 as follows:

44191.110.01	Animal Control Officer	8,417	8,252	8,252
44191.110.02	Assistant ACO	2,081	2,040	2,040
44191.190.00	Fines	125		125
44191.220.00	Fica	651	638	638
44191.225.00	Medicare	152	150	150
44191.341.00	Telephone	250	250	250
44191.341.01	Radio Maintenance/Pager	0	0	0

44191.360.00	Kennel		600		600	600
44191.390.00	Other Prof Services		2,500		2,500	2,500
44191.610.00	Operating Supplies		150		150	150
44191.620.00	Office Supplies		0		0	0
44191.625.00	Postage		0		0	0
44191.630.00	Minor Equipment		1,500		1,500	1,500
44191.635.00	Gasoline		0		0	0
44191.670.00	Instructional Materials (Firearms)		0		0	0
44191.820.00	Mileage/Vehicle		0		0	0
44191.870.00	Uniforms		500		500	500

**Chair Smith seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.**

Recreation - Account Number 45201: Chair Smith asked if there were any questions. Member Carroll suggested that the Road Agent use the backhoe to get rid of the poison ivy rather than putting up a backstop fence. This would reduce the Contract Labor/Equipment Line by \$1,000 from \$4,000 to \$3,000.

**Member Carroll made a motion for the Budget Committee to take out \$1,000 from Line Number 45201.890.00 and to recommend \$3,000 for Line Number 45201.890.00, Contract Labor/Equipment in the Recreation Account. Member Torosian seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 6/0/0.**

Member Torosian questioned the raise for the counselors under Sun n Fun. It is line 45201.120.03. Ms. Barker explained that she wants to give each group a \$.25 raise. Mr. Innes informed the Committee that the Selectmen did not recommend the proposed raise. Mr. Innes also explained that the increase in equipment maintenance is for a new bike rack and a new gate. Also, some of the fencing needs to be repaired around the tennis courts.

Member Torosian questioned the supplies and electricity line and asked why the two items are lumped together. Chair Barker explained that the line should be changed to read electricity only and the increase is due to extra lighting. Ms. Barker informed the Committee that the Recreation Department raises between \$42,000 and \$53,000 per year and Ms. Travers is considering raising fees \$10 to help cover costs. Also, the word Pope needs to be changed to Woodlock in Lines 45201.390 and 45201.40. This will make a 2.8% increase for Recreation.

**Chair Smith made a motion to recommend the same as the Selectmen for the following lines in the Recreation Account as follows:**

45201.120.01	Sun & Fun Director		3,976		3,860	3,860
45201.120.02	S&F Assist Director		5,776		5,608	5,608
45201.120.03	S&F Counselors		34,838		33,823	33,823
45201.220.00	S&F FICA		2,733		2,653	2,653
45201.225.00	S&F Medicare		639		620	620
45201.341.00	S&F Telephone		100		100	100

45201.390.00	Other Prof Services-Pope	1,500	1,500	1,500
45201.410.00	Supplies & Electricity-Pope	3,050	3,050	3,050
45201.412.00	Water utility	300	300	300
45201.430.00	Equipment Maintenance	2,000	2,000	2,000
45201.610.00	S&F Supplies	800	800	800
45201.740.00	Minor Equipment	3,000	3,000	3,000
45201.810.00	S&F-Food	1,000	1,000	1,000
45201.820.00	S&F—Buses	1,800	1,800	1,800
45201.840.00	Programs, Recreation and Senior Citizen	14,500	14,500	14,500
45201.850.00	Sponsorship	2,500	2,500	2,500
45201.870.00	S&F--Uniforms (Appreciation T-Shirts)	600	600	600
	Other/New	0	0	0

Vice Chair Barker seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.

Community Center - Account Number 45208:

Member Torosian made a motion to change the Heat Line Number 45208.411 from \$4,800 to \$4,150 to reflect the current prices and maintenance on the building. Vice Chair Barker seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 6/0/0.

Mr. Innes explained that cleaning services is in the second year of a two year bid.

Chair Smith made a motion to recommend the same as the Selectmen for the following lines in the Community Center Account Number 45208:

45208.110.01	Senior Rec Coordinator	40,798	39,998	39,998
45208.220.00	Fica	2,529	2,480	2,480
45208.225.00	Medicare	592	580	580
45208.230.00	Retirement	4,557	4,557	4,557
45208.341.00	Telephone	2,000	2,000	2,000
45208.360.00	Cleaning Service	5,600	5,600	5,600
45208.390.00	Other Prof Services-Pope	500	500	500
45208.410.00	Electricity	5,000	5,000	5,000
45208.412.00	Water	700	700	700
45208.412.01	Gas	0	0	0
45208.620.00	Office Supplies	600	600	600
45208.625.00	Postage	200	200	200



45208.640.00	Custodial Supplies		1,000	1,000	1,000
45208.740.00	Minor Equipment		500	500	500

**Member Barker seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 6/0/0.**

Cable Operations - Account Number 45892:

Mr. Innes explained that the salary line was reduced because camera operators are no longer needed due to the robotic cameras.

**Chair Smith made a motion to recommend the same as the Selectmen for the following lines in the Cable Operations budget, Account Number 45892:**

45892.110.00	Staff Salary	18,824	18,824	18,455
45892.110.01	Salaries	28,642	28,642	28,080
45892.220.00	Fica	2,943	2,943	2,885
45892.225.00	Medicare	688	688	675
45892.341.00	Telephone	400	400	400
45892.390.00	Other Prof Services	800	800	800
45892.560.00	Dues/Subs/Memberships	400	400	400
45892.610.00	Supplies	500	500	500
45892.630.00	Minor Equipment	2,000	2,000	2,000
45892.820.00	Mileage	500	500	500
45892.850.00	Education/Conferences	750	750	750

**Vice Chair Barker seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.**

Conservation Commission - Account Number 46111:

Mr. Innes explained that the Conservation Commission does not always spend all the money proposed. Field mowing has not been done but it is usually done in late October or November. The Committee agreed that some lines could be reduced.

**Member Torosian made a motion for the Budget Committee to reduce Other Professional Services, Line Number 46111.390.00 by \$500 and to recommend \$2,000. Member Sue Carroll seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.**

**Member Carroll made a motion for the Budget Committee to take \$500 out of Care of Grounds, Line Number 46111.650.00 and for the Budget Committee to recommend \$2500.00. Member Torosian seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.**

**Member Galloway made a motion for the Budget Committee to recommend \$500 for the New Equipment, Line Number 46111.740.00. Member Carroll seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.**

**Chair Smith made a motion for the Budget Committee to recommend the same as the Selectmen for the following lines in the Conservation Commission Account Number 46111:**

46111.110.00	Recording Clerk	600	600	600
45111.220.00	Fica	0	0	0
45111.225.00	Medicare	0	0	0
46111.550.00	Printing/Binding	100	100	100
46111.560.00	Dues/Subs/Memberships	400	400	400
46111.620.00	Supplies	100	100	100
46111.625.00	Postage	1	1	1
46111.820.00	Mileage	1	1	1
46111.840.00	Special Programs	725	725	725
46111.850.00	Education/Conferences	100	100	100
46111.875.00	Signs	500	500	500
	Other/New	0	0	0

Member Sue Carroll seconded the motion. All members of the Atkinson Budget Committee voted in favor. Vote: 6/0/0.

Minutes: Deferred.

Member Torosian made a motion to adjourn the November 12, 2015 meeting of the Atkinson Budget Committee. Chair Smith seconded the motion. All members of the Atkinson Budget Committee present voted in favor. Vote: 6/0/0.

The next meeting will be Tuesday, November 17, 2015.