

TOWN OF ATKINSON
BUDGET COMMITTEE MEETING
Tuesday, September 15, 2020

Members Present

Bill Smith, Chair
Wendy Barker, Vice Chair
Ray Fournier
Peter Torosian
Bob Malo
Mark Sakakeeny

Others Present

Bob Worden, Selectmen Liaison
Paul Wainwright, Conservation Chairperson
Debra DeSimone, Tax Collector
Susan Killam, Cemetery Chairperson

Chair Smith called the meeting to order at 7:02 p.m.

Agenda: Reading RTK Checklist, Attendance, Selectman Liaison Report, Dept. Liaisons' Reports, Department Discussions

Chair Smith read the public notice regarding COVID-19.
Attendance was taken.

Selectman Worden reported that:

- The Selectmen have endorsed the Conservation and Patriotic Purposes budgets which are level-funded.
- The Selectmen would like to invite the Budget Committee to participate in two subcommittees: the COLA Committee and the Health Insurance Committee. Member Fournier volunteered to represent the Budget Committee for the COLA meetings and Member Torosian volunteered for the Health Insurance meetings.

Department Liaisons' Reports

Member Malo – Library, Elder Services

- He attempted to contact Karen Brown, Librarian, but she had been on vacation and wanted to meet with the Trustees before presenting the Library budget. They have a tentative meeting set up for 9/22/20 at 10:00 a.m.
- He has not met with Elder Services yet.

Member Sakakeeny – Fire and Police Departments

- He met with the Police Chief who was not aware of the 2% above budget.
- The Police Dept. had a warrant to lease three cars. \$31,000 was charged to their expense budget, yet it doesn't appear on the Budget Committee spreadsheet. Chair Smith will look into that.
- He has a call out to Animal Control.
- He will be in touch with the Fire Department.

Member Torosian – Conservation, Cemetery, Tax Collector, Town Clerk, Planning & Zoning, Building Inspectors

- He has been in touch with all departments.
- He is expecting a decrease because 2021 is not a big election year.

Vice Chair Barker – Recreation, Community Center, General Government Buildings, Town Administrator

- Still attempting to meet with Dave Cressman, Town Administrator.

Conservation – Paul Wainwright

He is proposing a level-funding budget.

Tax Collector – Debra DeSimone

- **Line 41504.390 Other Professional Services** increased by \$100
- Office Supplies increased by \$360
- Mileage increased by \$50
- Education Conferences increased by \$100
- Total increase of \$610 for the Tax collector budget
- Since the Family Mediation is not servicing, there would be a decrease to \$1

Cemetery – Susan Killam

- Increase pay rate for part time employee to equal other part time employees
- Decrease Telephone Line to \$0
- Other Professional Services increase to \$5,000 to cut ash trees, \$5,000 for maps drawn, \$5,000 to computerize records
- Care of Grounds mowing increased to \$6,000. With further discussion among some members, it was concluded that the topic of Care of Grounds should be discussed with the Town Administrator.
- Member Torosian said he could not support an increase for this year.
- Member Malo shared the fact that the Town is in the process of computerizing records for all departments.

Donations – Bob Malo

- A draft of the donation request form has been distributed among members
- Chair Smith said the form should be sent to our Selectmen liaison, Bob Worden.

Minutes for 9/15/2020

Member Torosian made a motion to approve the minutes as written; **Chair Smith** seconded the motion. All members were in favor. **Vote: 6/0/0**

Member Fournier made a motion to adjourn. **Member Torosian** seconded the motion. All members were in favor. **Vote: 6/0/0**

The Atkinson Budget Committee Meeting adjourned at 9:04 p.m.