

Town of Atkinson
Budget Committee Meeting Minutes
November 10, 2009

Attending: Jim Blackadar – Chairman, Steve Giangregorio Vice Chairman, Harold Morse, Valerie Tobin, Dave Paquette, and Fred Thompson,

Jim called the meeting to order at 7:08 PM. The first order of business was to review the minutes from the previous 2 meetings.

Steve motioned to accept the October 27, 2009 minutes as presented/Seconded by Dave/Unanimous 4-0 (Jim Abstained).

Harold motioned to accept the November 3, 2009 minutes as adjusted/Seconded by Valerie/Unanimous 5-0.

The Board reviewed the remaining scheduled departments to ensure that everybody is scheduled to come in. Conservation and Tax Collector have not been scheduled. Valerie will coordinate with the Tax Collector to determine if she will present her budget along with the Town Administrator. Jim will send Valerie the list of budgets the Town Administrator is responsible for. Steve will forward Valerie the Technology Committee Chairmen's contact info as well. Jim also informed the Board that the Moderator is working on his budget and that he will provide it to Jim for presentation.

Jim passed out copies of the 2009 Edition of "The Basic Law of Budgeting". He ordered 2 copies to be shared by the Board.

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

	<u>2009</u>	<u>2010</u>	<u>\$ Delta</u>	<u>%</u>
Ambulance	<u>1</u>	<u>1</u>	<u>-</u>	
Fire Admin	\$ 190,483	\$ 189,539	\$ (944)	.
Fire Fighting	56,100	55,700	(400)	.
Fire Prevention/Insp	11,348	8,812	(2,536)	-2
Training	750	750	-	
Communications	7,000	7,000	-	
Medical Services	<u>10,000</u>	<u>10,000</u>	<u>-</u>	
Total	<u>\$ 275,681</u>	<u>\$ 271,801</u>	<u>\$ (3,880)</u>	∴
Homeland Security	<u>\$ 150</u>	<u>\$ 650</u>	<u>\$ (500)</u>	<u>-33</u>

Notes:

1. The Ambulance line is held at \$1 in the event changes with the current agreement.
2. The majority of the decrease is due to the movement of the Insurance (AD&D) line from the Fire budget to the Selectmen's section of the budget (\$2,285) and the reduction of Education/conference by \$2,500. Requested increases in the section relate to a minor increase in hours for the FD Clerk, increase retirement rate, \$1,000 for 2 additional analog telephone lines (noted improvement from the ice storm), potential increase for the cleaning contract, additional \$1,000 for heat (based on this year's expenditures), \$900 for hydrant maintenance (more hydrants to maintain), Increase to the HazMat District membership, and a postage increase to cover certified mailings for the annual business fire inspections.
3. Decrease due to fewer chemicals required (\$600). However, the Chief has requested a \$200 increase in the food line for preparedness. The Chief explained that in 2010 he will need to have the pump overhauled on engine 3 and additional work performed on the tanker. The Chief also provided the Board with the capital improvement plan which identifies the next major purchase to replace Engine 3 in 2012.
4. Reduction in inspections expected due to the economy.
5. Lines are all level funded.
6. Chief is requesting an increase in this line to purchase cots, blankets and pillows for preparedness. He also stated that a place is established at the

Fire House to store the equipment.

The Chief is planning on submitting 2 warrant article this year. One for the annual \$60,000 capital reserve to coincide with the capital improvement plan previously provided. The plan does indicate shortfalls in certain years, but there are additional measures available to supplement the purchase. The Chief would also to submit a warrant article to remove \$12,000 from the capital reserve to purchase a rescue boat in partnership with Hampstead. Currently, we have a mutual aide agreement with Hampstead to support rescue efforts on Big Island pond. However, Hampstead's boat is at the end of its life and needs to be replaced. The details of this are still being configured.

The Chief pointed out that the budget presented is a needs based budget and the Fire Board did their best to present a fair budget. He did offer that if there are curs required that the HazMat contract could be an area to review.

Jim informed the Board that the Library had provided the requested data. He will make copies and provide at the next meeting. Valerie requested that job descriptions be provided for Highway and Police. Steve and Harold will work with the Department Heads to get the information. Jim also informed the Board that he had received a request from Family Mediation for assistance in the amount of \$8,425 (same as last year). This is for Health Agencies. In the past the Board would only fund amounts if requests are received.

The next meeting is scheduled for November 17, 2009 and will have Recreation and Community Center present their budgets.

Fred motioned to adjourn the meeting/Seconded by Valerie/Unanimous 6-0. Jim adjourned the meeting at 8:53 PM.

Respectively submitted,
kjb