

TOWN OF ATKINSON
BUDGET COMMITTEE MEETING
Tuesday, December 10, 2019

Members Present

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

Others Present

David Cressman, Town Administrator
Diane Herr, Library Director

Chair Smith called the meeting to order at 7:32 p.m.

Agenda: Second Pass through Budget, Minutes

Family Mediation

Member Worden said that the Family Mediation group will be disbanding and will reform a new group in 2021. It is requested that the Budget Committee hold a budget line for \$1 as a placeholder. Since Member Worden had abstained for that line in a previous vote, he has made a motion to hold a \$1 placeholder for **Line 44151.350.01**.

Chair Smith seconded the motion. All members were in favor. Vote: 6/0/0

Election Administration

Chair Smith made a motion to approve \$224 for FICA **Line 41403.220.00** and \$53 for Medicare **Line 41403.225.00**. Member Worden seconded the motion. All members were in favor. **Vote: 6/0/0**

Computers

Member Malo shared information on what is to be expected in while investigating the possibility of a documentation system. He hopes that within the next couple of weeks there will be enough data to help everyone to understand the initial costs of Phase 1 and Phase 2 of the documentation system.

Library

Director Herr stated that a replacement candidate has not been found for her position. Kathy will fill in as interim Director. The position will be reposted after January 1, 2020. The Library Trustees will be meeting on Thursday to discuss the budget since there will be a change in health insurance. As of now, there are two employees with a 2-person plan and two employees with a 1-person plan. What has been budgeted for 2020 is one family plan, one 2-person plan and two 1-person plans.

Chair Smith suggests that the committee defer further discussion until they have an accurate breakdown on a written spreadsheet.

Health Insurance

Administrator Cressman said that most of the areas where the Budget Committee and the Selectmen disagree is in Health Insurance.

Vice Chair Barker made a motion to change all Health Insurance lines to reflect the contracted amount throughout the budget with the exception of the Assistant Town Administrator **Line 41302.210.00.**

Vice Chair Barker amended her motion to exclude the Library **Line 45501.210.00.**

Member Worden seconded the motion. All members were in favor. Vote: 6/0/0

Therefore the motion is to approve \$15,410 increase. Five members were in favor; one was against.

Vote: 5/1/0

Financial Administration

Administrator Cressman said that some salary amounts were impacted before COLA was decided. Those affected are the Bookkeeper Line 41501.110.00, the Tax Collector Line 41504.130.00, Deputy Tax Collector Line 41504.110.00, and the Cemetery Line 41951.110.00.

Vice Chair Barker made a motion to amend **Line 41502.301.00** to reflect the Selectmen's amount of \$14,816. Member Torosian seconded the motion. All members were in favor. **Vote: 6/0/0**

Cable Operations

Member Torosian made a motion to amend Line 45892.110.00 to reflect the Selectmen's amount of \$11,488. Member Worden seconded the motion. All members were in favor. Vote: 6/0/0

Vice Chair Barker made a motion to amend Line 45892.110.01 to reflect the Selectmen's amount including FICA and Medicare. Member Torosian seconded the motion. All members were in favor. Vote: 6/0/0

Highway Department

Member Torosian made a motion to amend Line 43122.890.01 from \$18,000 to \$16,000. Chair Smith seconded the motion. All members were in favor. Vote: 6/0/0

Member Torosian made the following suggestions to consider for next week:

- **Realize some Library savings in salaries/retirement**
- **Talk with the Moderator**
- **Elder Services fuel**
Member Malo said he would call to check on it
- **Street Lights should be looked into. Is the town paying for burnt out street lights? There may be some credit coming to the town.**

Member Torosian made a motion to approve the minutes of December 3, 2019 as amended. Member Worden seconded the motion. All members were in favor. **Vote: 6/0/0**

Chair Smith said the Public Hearing date has changed to January 21, 2020, and has been posted.

Member Torosian asked the committee for ideas and that there has been no discussion on warrants and COLA.

Vice Chair Barker reminded the need for Computer numbers.

Member Torosian made a motion to adjourn and Vice Chair Barker seconded the motion. All members were in favor. Vote: 6/0/0

The Atkinson Budget Committee adjourned at 9:02 p.m.