

**TOWN OF ATKINSON
BUDGET COMMITTEE MEETING
Tuesday, December 15, 2020**

Members Present

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

Others Present

Bob Worden, Selectmen Liaison
Dave Cressman, Town Administrator
Ellyn Murphy, Checklist Supervisor
Leon Artus, Conflict of Interest Chairperson
Noriko Yoshida-Travers, Recreation Director

Chair Smith called the meeting to order at 7:00 p.m.

Agenda: Reading RTK Checklist, Attendance, Selectmen Liaison's Report, Proposed Numbers and Possible Adjustments

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

Checklist Supervisor Murphy reported the following:

- The total budget requested is \$6,519.00
- \$4,932.00 for salaries, FICA, and Medicare
- Labor is down which is \$600.
- The cost for running supervisors group is higher than previous years.
- When the budget is depleted, one or more supervisors are not paid for the rest of the year.
- The Board of Selectmen approved an increase in pay.

Member Malo asked if it was possible to hire a clerk to relieve the clerical responsibilities from the supervisors and lessen the hours of the supervisors.

Checklist Supervisor Murphy said she would look into that suggestion but was not sure it would be implemented before the budget deadline.

Member Malo recommended implementing the suggestion even if it does not make the deadline. If there is a surplus in the budget, it could be returned to the general fund.

Member Torosian stated that, generally, elected official increases should go on a warrant.

Checklist Supervisor Murphy said she would be open to doing it that way.

Selectman Worden stated that the Town Council had established a prior history of not going to warrant for an elected official for pay raises.

Member Torosian stated that he respectfully disagrees with Town Council and would like to go on record to say that he believes it should be put on a warrant.

Chair Smith made a motion to approve the amount requested.

Member Malo seconded the motion. All members were in favor. **Vote: 5/0/0**

Conflict of Interest Chairman Artus reported the following:

- Referring to the Conflict of Interest Ordinance, Section VII, Item I, the Conflict of Interest Committee would like to add money to the budget to be able to access professional legal advice.

After much discussion among the members and Selectmen liaison, it was decided that further information is needed before making a decision. They advised to meet again before the Warrant meeting.

Chair Smith made a motion to increase **Line 42202.110.01** FD Chief's Salary to \$53,360 which will include FICA, Medicare, and Retirement.

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

Member Fournier made a motion to change **Line 42201.110.04** F/T Staff to \$81,600 which will include FICA, Medicare, and Retirement.

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

Member Torosian made a motion to reduce **Line 42201.210.00** FD Health Insurance to \$30,088.

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

Member Torosian made a motion to change **Line 42201.430.00** FD Hydrants/Water Contract to \$18,400.

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

Member Torosian made a motion to approve the Fire Department Lines that have not already been adjusted to the proposed lines.

Chair Smith seconded the motion. Five members were in favor; one member abstained. **Vote: 5/0/1**

Member Fournier made a motion to approve all Lines for the Board of Selectmen, Town Administrator, and Clerical as submitted.

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

Chair Smith made a motion to keep **Line 41305.110.00** Total Conflict of Interest at \$107 as initially proposed.

Member Torosian seconded the motion. Five members were in favor; one member abstained.

Vote: 5/0/1

Member Torosian made a motion to keep the Committee Support and Energy Commission lines as proposed.

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

Member Fournier made a motion to approve the Town Clerk and Moderator lines as submitted.

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

Chair Smith made a motion to approve the Financial Administration lines that have not already been adjusted to the proposed amounts.

Member Fournier seconded the motion. Five members were in favor; one member abstained. **Vote: 5/0/1**

Chair Smith made a motion for the following Lines:

- **Line 41506.430.00** Computers Software Mtce adjusted to \$52,498
- **Line 41506.430.01** Computers Hardware Mtce held at \$1,700
- **Line 41506.740.00** Computers Hardware Purchase adjusted to \$10,645
- **Line 41506.740.01** Computers New Projects adjusted to \$6,968
- **Line 41506.890.00** Computers IT Services held at \$46,700

Member Torosian seconded the motion. Five members were in favor; one member abstained. **Vote: 5/0/1**

Chair Smith made a motion to approve Legal Services and Personnel Administration as proposed.

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

Chair Smith made a motion to approve Planning & Zoning as proposed.

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

Chair Smith made a motion to approve the following lines with exception to lines already adjusted:

- Cemeteries
- Other Insurance
- Advertising/Regional

Vice Chair Barker seconded the motion. All members were in favor. **Vote: 6/0/0**

Chair Smith made a motion to approve the Police Department budget as proposed with the exception of previous adjustments.

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

Chair Smith made a motion to approve, as proposed and including the five Recreation adjusted line values from last week which are 45201.810.00 at 100 instead of 220, 45201.820.00 at 900 instead of \$1800, 45201.840.00 at 8000 instead 14,500, 45201.850.00 at 2000 instead of 2500, 45201.870.00 at 200 instead of 400, and all the other ones in the Recreation section as proposed.

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

Chair Smith made a motion to approve \$1 for **Line 42152.350.00** Ambulance.

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

Minutes for 12/08/2020

Chair Smith made a motion to approve the 12/08/2020 minutes as amended.

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

Chair Smith 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 10:30 p.m.

Minutes for 12/1/2020

Chair Smith made a motion to approve the minutes as written.

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

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

The Atkinson Budget Committee Meeting adjourned at 10:00 p.m.