

*Town of Atkinson  
Budget Committee Meeting Minutes  
May 10, 2011*

**T. Barbera opened the Budget Committee of May 10, 2011 at 7:13pm in the Atkinson Town Hall.**

**Members Present:**

Todd Barbera, Chairman  
Harold Morse, Vice Chair  
Sue Carroll  
Bill Smith  
John Feuer

**Others Present:**

**Liaisons and department budgets update:**

Discussion around if members contacted the department heads that they are liaisons to. Todd recommended that each member should reach out and make initial contact with their respective department heads so they would have a point of contact on the Budget Committee. Todd also recommended that members inquire if departments foresee any additional expenses for FY12 both in operating budget requests as well as warrants. A review of the prior year's budget detail for each department would also be helpful in understanding the respective budgets.

**Revenues:**

Revenues are about 88K ahead of where they were this time last year.

**MS7:**

A review of the MS7 was done so that all members would understand how the form works. Todd will send out the DRA MS7 instructions.

**Areas of focus:**

Todd asked the members to consider any particular areas of focus that they may want the Budget Committee to consider. Todd suggested that the Budget Committee consider requesting the BoS and Chief Murphy to increase the amount of the FD Capital Improvement Fund from 60K to 90K so that the fund would be properly funded and help keep costs down. The committee was informed that the previous truck lease ended up costing the Town an additional 27K and it caused a 4 year spike in the operating budget of 63K to pay for the lease. Other areas suggested: Town wide CIP; 10 year plan; Employee compensation; Keeping the budget down or flat. Sue mentioned the increase in fuel costs which may impact the budget.

**Next Meeting:**

The next meeting will be on Tuesday, August 9<sup>th</sup> and the topic will be to set the schedule for the budget season.

**Bill made a motion to adjourn the Budget Committee Meeting on May 10, 2011 at 8:30pm. Second: Sue. Vote: Yes: 5/No: 0/Abstain: 0.**

Respectfully Submitted,  
Todd Barbera