### Budget Advisory Meeting Town of Temple, NH

### **Meeting Minutes**

4:30 PM, 4 December 2019, Town Hall Annex

**BAC Attendees**: Gary Scholl (Chair BAC), John Kieley (BAC), Gail Cromwell (BAC), Christine Robidoux (BAC), Steve Concordia (BAC), Mike Darnell (BAC), Ken Caisse (BAC/SB)

Also in attendance: George Willard (Select Board), Kent Perry, Road Agent

Meeting called to order at 4:30 PM.

Scholl updated on working with town bookkeeper on outstanding issues. A personal family matter has delayed that work, but he will follow-up.

### <u>Budget Review – Highway Department</u>

- Labor lines will include 3 fulltime employees. A separate line needs to be added for administrative position (part time 2.5 hours per week).
- Subcontractor Snow Related is one person.
- Subcontractors should be changed title Subcontractors Rental Equipment.
- Supplies line can decrease to \$7000.
- Add a line for tires at \$1500.
- Telephone and Pager will include 3 new cell phones for the Hwy Dept. Check with Admin for total amount.
- Vehicle Maintenance and Repairs stays at \$15,000 for now, if the new truck is approved (warrant article) this amount can drop to \$10,000.
- Asphalt and Paving will be covered under a warrant article; \$0 for 2020.
- Separate Sand & Gravel to two separate lines: Sand \$20,000 and Gravel \$20,000.
- Culvert pipe will include improvements to West Rd (\$6214), plus excavator rental (est. \$3000). Enter \$8000 for this line item per Perry.

\*Note: Total Labor line for Highway includes Cemetery Labor. Cemetery labor is based on the hourly highway rate and needs to be subtracted from current highway labor and moved to Cemetery labor (\$3300). This does not include burials, only cemetery maintenance.

Highway Dept has not yet been able to fill the third full time position.

Cromwell is following-up with SWRPC on Highway Plan. Meeting scheduled with Select Board and CIP for Dec 11 at 7 PM.

Discussion of Diesel costs, which is shared by the Highway and Fire Departments. Look at history and review at future meeting.

### Budget Advisory Meeting Town of Temple, NH

### **Meeting Minutes**

4:30 PM, 4 December 2019, Town Hall Annex

### Cemetery

Perry will provide Cemetery burial costs. Estimated that it costs the town \$500 in labor for a full burial (4 hours of labor for 2 people), and \$200 for an urn burial (4 hours of labor for 1 person). The BAC recommends the Select Board review current rates for burial and increase as needed to cover the costs to the town for labor. BAC will put in \$1000 for placeholder for Burial Expenses (new budget item).

Cemetery labor may need to be adjusted due to salary increases for Highway Labor.

### **Government Buildings and Land**

Recent Tree work not appearing under Government Buildings/Other Property Repairs and Maintenance. Invoice was paid. Follow-up needed.

The baseball field at the school is no longer maintained. The field is too wet.

The Highway building roof needs repairs. Perry will get an estimate, but believes it will be around \$2000.

Discussion of Village Green request to hire someone to maintain the grounds (weed whacking, weeding, etc.). Awaiting decision from the Select Board. Highway does not have the staff to take this on right now.

### Other Items

- Police Budget should be available this week.
- Estimate of \$560 for Printing under Election Administration.
- Keep Planning Board and Zoning Board budgets the same for 2020.
- Ambulance and Recycling budgets should be available this week.

Unanimous approval of Minutes from BAC/CIP Meeting held on Nov 20, 2019.

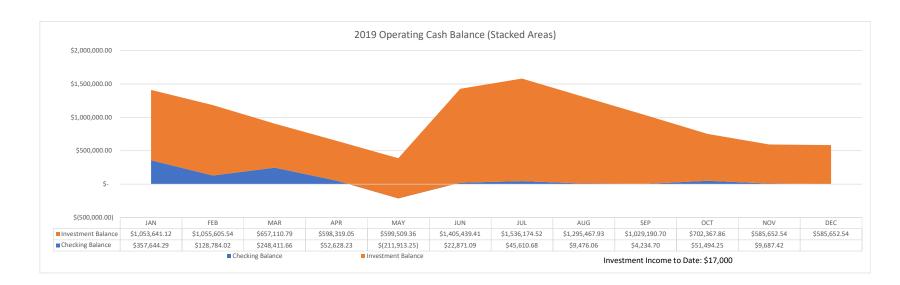
Next meeting on December 12, 2019 at 4:30 PM. Motion to adjourn at 6:00 PM. Unanimous approval.

### Attachments:

2019\_12\_02\_CashReport\_Allen
2019\_12\_02\_TempleAssets\_AllenScholl
2019\_12\_02\_MealsRoomsRevenue\_AllenCromwell
2019\_12\_02\_Email\_ConValPymts\_Allen
2019\_12\_02\_ConValFY\_20DistrictApp\_Allen
2019\_12\_04\_TaxRates\_Cromwell

### 2019 Cash on Hand

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV		DE	C
Citizens Starting Balance (Actual)	\$	1,546,366.60	\$ 439,907.06	\$ 153,621.86	\$ 301,367.07	\$ 53,723.83	\$ 53,390.09	\$ 33,188.56	\$ 50,982.79	\$ 116,857.04	\$ 14,178.24 \$	54,97	1.20		
Citizens Ending Balance (Ledger)	\$	357,644.29	\$ 128,784.02	\$ 248,411.66	\$ 52,628.23	\$ (211,913.25)	\$ 22,871.09	\$ 45,610.68	\$ 9,476.06	\$ 4,234.70	\$ 51,494.25 \$	9,68	7.42		
Transfer to NHPDIP	\$	850,000.00	\$ -	\$ -	\$ 30,002.08	\$ -	\$ 1,243,000.00	\$ 375,000.00	\$ 25,000.00	\$ -	\$ - \$	102,000	0.00		
Transfer from NHPDIP	\$	-	\$ -	\$ 400,000.00	\$ 90,002.08	\$ -	\$ 438,421.17	\$ 247,421.17	\$ 268,421.17	\$ 268,421.17	\$ 328,421.17 \$	219,65	7.17		
NHPDIP Dividends Earned	\$	1,766.67	\$ 1,964.42	\$ 1,505.25	\$ 1,208.26	\$ 1,190.31	\$ 1,351.22	\$ 3,156.28	\$ 2,714.58	\$ 2,143.94	\$ 1,598.33 \$	94	1.85		
NHPDIP Ending Balance	\$ :	1,053,641.12	\$ 1,055,605.54	\$ 657,110.79	\$ 598,319.05	\$ 599,509.36	\$ 1,405,439.41	\$ 1,536,174.52	\$ 1,295,467.93	\$ 1,029,190.70	\$ 702,367.86 \$	585,652	2.54 \$	585,	,652.54
Total Cash Balance	\$	1,411,285.41	\$ 1,184,389.56	\$ 905,522.45	\$ 650,947.28	\$ 387,596.11	\$ 1,428,310.50	\$ 1,581,785.20	\$ 1,304,943.99	\$ 1,033,425.40	\$ 753,862.11 \$	595,339	9.96 \$	585,	,652.54



OFFICE OF THE SUPERINTENDENT OF SCHOOLS
CONTOOCOOK VALLEY SCHOOL DISTRICT
SCHEDULE OF PAYMENT BASED ON APPROVED BUDGET

15-Nov-19

Actual FISCAL YEAR JULY 1, 2019 - JUNE 30, 2020

	Ant	Antrim	Bennington		Dublin	Fra	Francestown	Greenfield		Hancock	Pet	Peterborough	to	Sharon	Temple	L	Total
July	31	312,381.00	\$ 192,146.25	6.25	343,994.33	69	283,677.92	\$ 264,976.00	\$ 00	334,905.00	69	1,038,648.00	69	75,991.42 \$	218,421.17	\$	3,065,141.09
Aug	\$ 34	344,247.17	\$ 192,146.25	6.25 \$	343,994.33	69	283,677.92	\$ 221,250.00	<i>\$</i>	334,905.00	69	1,214,134.84	69	75,991.42 \$	218,421.17	49	3,228,768.09
Sept	\$ 34	344,247.17	\$ 192,146.25	6.25	343,994.33	69	283,677.92	\$ 221,250.00	e 0	334,905.00	ь	1,126,391.42	•	75,991.42 \$	3 218,421.17	8	3,141,024.67
Oct	\$ 34	344,247.17	\$ 192,146.25	6.25 \$	343,994.33	69	283,677.92	\$ 221,250.00	\$ 00	334,905.00	€	1,126,391.42	6	75,991.42 \$	218,421.17	\$	3,141,024.67
Nov	\$ 34	344,247.17	\$ 192,146.25	6.25	343,994.33	69	283,677.92	\$ 396,154.00	s 00	334,905.00	မ	1,126,391.42	€	75,991.42 \$	223,914.00	69	3,321,421.50
Dec	\$ 28	297,974.90	\$ 171,629.70	9.70	\$328,948.05	69	269,264.06	\$ 244,536.00	<del>\$</del>	347,727.14	69	1,070,692.56	€	74,321.13 \$	218,342.76	-	3,023,436.30
Jan	\$ 29	297,974.90	\$ 171,629.70	9.70	\$328,948.05	69	269,264.06	\$ 244,533.00	<del>\$</del>	347,727.14	69	1,070,692.56	€	74,321.13 \$	218,342,76	φ φ	3,023,433.30
Feb	\$ 29	297,974.90	\$ 171,629.70	9.70	\$328,948.05	69	269,264.06	\$ 244,533.00	<i>\$</i>	347,727.14	69	1,070,692.56	€	74,321.13 \$	218,342.76	_	3,023,433.30
Mar	\$ 28	297,974.90	\$ 171,629.70	9.70	\$328,948.05	69	269,264.06	\$ 244,533.00	<i>\$</i>	347,727.14	ь	1,070,692.56	69	74,321.13 \$	218,342.76	++	3,023,433.30
Apr	\$ 29	297,974.90	\$ 171,629.70	9.70	\$328,948.05	69	269,264.06	\$ 244,533.00	es 00	347,727.14	မာ	1,070,692.56	₩	74,321.13 \$	218,342.76	$\rightarrow$	3,023,433.30
Мау	\$ 28	297,974.90	\$ 171,629.70	9.70	\$328,948.05	69	269,264.06	\$ 244,533.00	8	347,727.14	69	1,070,692.56	€	74,321.13 \$	218,342.76	+	3,023,433.30
June	\$ 29	297,974.93	\$ 171,629.55	9.55	\$328,948.03	69	269,264.06	\$ 244,533.00	s 00	347,727.16	မာ	1,070,692.56	€9	74,321.14 \$	218,342.76	+	3,023,433.19
TOTAL	\$ 3,77	3,775,194.00	\$ 2,162,139.00	9.00	4,022,608.00	€	3,303,238.00	\$ 3,036,614.00	\$ 00	4,108,615.00	₩	13,126,805.01	-5	900,205.00	2,625,998.00	69	37,061,416.01

### Oct 2019 Tax Rate/ Assessment

32,721,697.00 4,339,719.00	37,061,416.00
2,315,787.00 \$ 310,211.00 \$	2,625,998.00 \$
796,110.00 \$ 104,095.00 \$	\$ 00,205.00
11,686,901.00 \$ 1,439,904.00 \$	13,126,805.00 \$
3,548,505.00 \$ 560,110.00 \$	4,108,615.00 \$
2,713,545.00 \$ 323,069.00 \$	3,036,614.00 \$
2,905,954.00 \$ 397,284.00 \$	3,303,238.00 \$
3,529,139.00 \$ 493,469.00 \$	4,022,608.00 \$
1,949,857.00 \$ 212,282.00 \$	2,162,139.00 \$
3,275,899.00 \$ 499,295.00 \$	3,775,194.00 \$
₩ ₩	49
Local Tax Assess Retained Tax	Reconciled Total

### NH Department of Education Office of School Finance

### FY2020 Cooperative District Apportionment 271-3876 October 23, 2019

### **Contoocook Valley**

Amount to Apportion (MS State Education Ta Equitable Education	x	4,339,719 8,062,504 12,402,223	45,123,920	
To be raised from local to	axes	• • • • • • • • • • • • • • • • • • • •	32,721,697	
Apportionment of Local T	axes:		Local Tax	
	Apportioned	Less State Aid	Assessment	
Antrim	6,048,965	2,773,066	3,275,899	
Bennington	3,403,232	1,453,375	1,949,857	
Dublin	4,163,903	634,764	3,529,139	
Francestown	3,859,023	953,069	2,905,954	
Greenfield	3,888,342	1,174,797	2,713,545	
Hancock	4,363,952	815,447	3,548,505	
Peterborough	15,353,172	3,666,271	11,686,901	
Sharon	1,020,863	224,753	796,110	
Temple	3,022,468	706,681	2,315,787	
	45,123,920	12,402,223	32,721,697	
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Prepared by:	9000		10/2	3/19
Fina	ncial Analyst		Date	
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Buşí	ness Analyst		Date	1
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Director, Division of Educ	ation Analytics and Re	esources	Date	
NH Department of Educat	tion 🔒			
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Director, Division of Munic			Date	<u> </u>
NH Department of Reven	ue Administration			

## FY2020 Cooperative Apportionment

				_
Current Expenses 50% on most recent ADM - most recent 50% on Eq. Val Change to formula effective - 7-1-2010. ADM is the finalized	Town Specific Revenues  Town Specific or ent Town Impact Fees Totals	1,818 1,848 (1,549)	2,087	
t recent ADM - m	Town Signature FY2019 To Adeq. Aid Adjustment In	1,818 1,818 (1,549)	2,087 Combined % for Current Exp 0.1340461 0.0754162 0.0922728 0.0865569 0.0966716 0.3402289 0.0226225 0.0669784 \rightarrow 1.000000000000000000000000000000000000	) DOUGOOOG!
Current Expenses 50% on most recent ADM - most recent Change to formula effective - 7-1-2010. ADM is the finalized			Equal Val % 0.1168026943 0.0545826108 0.0545826108 0.0762757446 0.0762757448 0.0232777457 0.0679986101 1.000000000000000000000000000000000	- <b>\</b>
Current Expe	Total State Aid 2.773.066	1,453,375 634,764 853,069 1,174,797 815,447 3,666,271 224,753 706,681	2018 2018 2018 261,944,474 122,408,249,269,909,020 205,469,598 171,057,782 260,206,125 746,929,806 52,203,221 152,495,289	,
	EE Grant 2.273.771 /	1,241,093 141,295 555,785 851,728 255,337 2,226,367 120,658	8,062,504 / 12,402,223  2018  ADM % Equal Val 0.1512895 261,944,474 0.0962497 122,408,249, 0.0641914 269,909,020 0.073457 205,469,598 0.0961375 171,057,782 0.0973157 260,206,125 0.03473971 746,929,806 0.0219673 52,203,221	2000000
49,637,194/ 4,513,274 / 45,123,920	2,087 / 45,126,007 EE Retained Tax 499,295 /	212,282 / 493,469 / 397,284 / 323,069 / 560,110 / 1,439,904 / 104,095 / 310,211	4,339,719  Published ADM - 17-18 As Reported 3/6/2019 323.69 205.93 137.34 170.08 205.69 165.42 743.27 47.00	7
Contoocook Valley 2019-2020 Budget (MS22 & 24) Less Local Rev & Cr (MS24) Total to Apportion (MS24)	Town Specific MS24 Rev Curr. Expenses to Apportion State Aid Antrim	Bennington Dublin Francestown Greenfield Hancock Peterborough Sharon	Total Antrim Bennington Dublin Francestown Greenfield Hancock Pelerborough Sharon Temple	

FY2020 Cooperative Apportionment

4	Current Ex	Current Expenditures	Less MS24	Total	Less Final	Local Tax		-
	Rate		Town Specific.	Apportioned	State Aid	Assessment		_
Antrim	0.1340461	6,048,965	. ,	6,048,965	2,773,066	3,275,899		
Bennington	0.0754162	3,403,232		3,403,232	1,453,375	1,949,857		_
Dublin	0.0922728	4,163,903	1	4,163,903.	634,764	3,529,139		
Francestown	0.0855569	3,860,841	1,818	3,859,023	953,069	2,905,954	•	
Greenfield	0.0862066	3,890,160	1,818	3,888,342	1,174,797	2,713,545	•	_
Hancock	0.0966716	4,362,403	(1,549)	4,363,952	815,447	3,548,505		_
Peterborough	0.3402289	15,353,172	Ł	15,353,172	3,666,271	11,686,901		
Sharon	0.0226225	1,020,863	r	1,020,863	224,753	796,110		_
Temple	0.0669784	3,022,468	٠	3,022,468	706,681	2,315,787		
Total	1.00000000	45,126,007	2,087	45,123,920	12,402,223	32,721,697	1	-
Prepared by	10/23/2019: mw	wu						_
Reviewed by	Dufez for	Qı		ΕS	inal State Aid & hould match To	Final State Aid & Local Assessment Should match Total to Apportion MS24	45,123,920	

From: Peter Allen

Sent: Saturday, November 30, 2019 1:01 PM

To: Selectboard NH; michael.t.darnell@comcast.net; Christine Robidoux; Gary Scholl; John Kieley; Steve

Concordia; Gail Cromwell

Subject: Conval revised payment schedule

### hello to all

attached is Conval's revised payment schedule reflecting the revisions Temple requested and that Gail had astutely recommended since July, and which we implemented.

This schedule that we implemented not only negated a significant Temple payment deficit month to month since July, but resulted in a minor deficit owed to Conval of only \$1600 approx., which they clearly accepted and understood.

IN fact our payments more accurately reflected the finalized tax requirements established by DRA.

This maximized our investments with no loss to our standing with Conval.

Conval was more than agreeable in understanding our position, regarding viewing the payments on a 1/2 year basis, and considered all our payments for 2019 and 2020 as a more stable and balance approach.

they could not have been nicer.

Hope all had a delightful thanksgiving

-

Peter W. Allen Treasurer, Town of Temple 603-325-5177 cell 603-878 -2536 office From: Peter Allen

Sent: Monday, December 2, 2019 1:50 PM

To: Gail Cromwell

Cc: Gary Scholl; Selectboard NH; Mike Darnell; Christine Robidoux; John Kieley; Steve Concordia

**Subject:** Re: EOM November Temple Assets

hello to all no word yet on meals Tax receipt. \$71,582 - last years - was not paid till December 27, 2018... maybe I will call them to see if we can get earlier...

regards Peter

On Mon, Dec 2, 2019 at 1:26 PM Gail Cromwell < gpiersoncromwell@gmail.com > wrote: Has the 2019 Rooms and Meals Tax money come in yet? Usually December, about \$70K.

On Dec 2, 2019, at 1:23 PM, Peter Allen < templenhtreasurer1@gmail.com > wrote:

hi Gary,

### **Cash Net Assets on Hand**

the <u>net</u> cash assets are \$595,339...that is, as if all outstanding checks were cashed..(only about \$22k not cashed) so , closer to \$600k than \$500k

This does include the approx \$100k in tax receipts that came in last Wednesday, before thanksgiving.

(thus, not sure what you mean by "excluding 2020 Property Tax revenue"...because only and all tax revenue now is the balance of tax 2019 revenue, which is all due by 12/20, though a certain quantity will be late and even come in in January, if my review of last year is accurate)

### **County 2019 Payment**

As a general rule, I never pay till due dates..thus, since the Hillsborough payment is not due till December 17, 2019, on that date, and not before, the necessary funds (approx \$167k) transfer executed the day before will be in their Citizens account. This is an ACH transfer,

### Other Expenses

The other planned and known large expense is Conval December payment (approx 219K), which is deposited into Conval's People's account on the last or second to last day of the month.

This Conval payment is also an ACH transfer, so the money is in our account (PDIP) earning interest up the day of transfer, and the next day it is in payee's account.

I hope that clarifies some of your questions. Let me know if not, or any other questions.

Now, back to shoveling and plowing for me...!!!

my regards Peter

On Sun, Dec 1, 2019 at 11:28 AM Gary Scholl <gwscholl@gmail.com > wrote:

Thank you for your timeliness!

If I understand correctly our end of November cash assets are ~\$500k (after excluding 2020 Property Tax revenue) Has the Hillsborough County payment been executed or are you waiting until December to do so?

g

On Nov 30, 2019, at 1:26 PM, Peter Allen <templenhtreasurer1@gmail.com> wrote:

hello to all

below is EOM Nov 2019 snap shot of current net assets

In spite of depressingly low interest rates at PDIP, now at 1.60% (having dropped from 2.38% last April) we till managed to accrue close to \$1,000 in interest now just shy of \$20k year-to-date.

Surprisingly, some end-of -year tax receipts have already been paid, close to \$100,000 this last Wednesday alone, which is already at PDIP accruing interest

thus we can reasonably expect approx \$3000 in December earned interest.

please note well Gary's superb graph which illustrate's well the numbers below, and YTD

any thoughts or questions, please let me know.

your treasurer Peter

Emailed Nov 30, 2019			
To: BAC and BOS	Trea	asurer Report Current (	Cash assets
From: Peter W. Allen, Treasurer		end of month	Nov-19
as of 11/30/19			
Citizens Gen Fund	\$	32,396.86	(includes interest below)
Citizens Mthly earned interest	\$	0.43	
Net in Quickbook treasurer	\$	9,687.42	
(Gen Fund minus Quickbook net)	\$	22,709.44	checks outstanding at EOM
PDIP	\$	585,652.54	(includes interest below)
Pdip Mthly Earned interst	\$	941.85	
Year-to-date PDIP Earned Interest		\$19,541.11	

NB: interest rate at PDIP now below 2% - 1.60% today - slowing interest earned along with less cash v

<b>Total Town NET Cash Assets</b>	\$	595,339.96	as of 11/30/19	
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Peter W. Allen
Treasurer, Town of Temple
603-325-5177 cell
603-878 -2536 office
<119-10-04 Scholl to Peter to fill out 2019 Cash Report.xlsx>

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Peter W. Allen Treasurer, Town of Temple 603-325-5177 cell 603-878 -2536 office

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Peter W. Allen Treasurer, Town of Temple 603-325-5177 cell 603-878 -2536 office From: Peter Allen

Sent: Monday, December 2, 2019 1:23 PM

To: Gary Scholl

Cc: Selectboard NH; michael.t.darnell@comcast.net; Christine Robidoux; John Kieley; Steve Concordia;

Gail Cromwell

**Subject:** Re: EOM November Temple Assets

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hello to all

below is EOM Nov 2019 snap shot of current net assets

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Surprisingly, some end-of -year tax receipts have already been paid, close to \$100,000 this last Wednesday alone, which is already at PDIP accruing interest thus we can reasonably expect approx \$3000 in December earned interest.

please note well Gary's superb graph which illustrate's well the numbers below, and YTD

any thoughts or questions, please let me know.

your treasurer Peter

Emailed Nov 30, 2019			
To: BAC and BOS	Trea	surer Report Current (	Cash assets
From: Peter W. Allen, Treasurer		end of month	Nov-19
as of 11/30/19			
Citizens Gen Fund	\$	32,396.86	(includes interest below)
Citizens Mthly earned interest	\$	0.43	
Net in Quickbook treasurer	\$	9,687.42	
(Gen Fund minus Quickbook net)	\$	22,709.44	checks outstanding at EOM
PDIP	\$	585,652.54	(includes interest below)
Pdip Mthly Earned interst	\$	941.85	
Year-to-date PDIP Earned Interest		\$19,541.11	

NB: interest rate at PDIP now below 2% - 1.60% today - slowing interest earned along with less cash will impac

<b>Total Town NET Cash Assets</b>	\$	595,339.96	as of 11/30/19	
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## New Hampshire Department of Revenue Administration

# Completed Public Tax Rates 2019

	}	Valuation	Valuation w/ Utils	Municipal	County	State Ed.	Local Ed.	Total Rate	Total Commitment
Municipality	Date	Adination			SECTION SECTION SECTION		*1010	\$76 Q7	46 617.844
The state of the s	11 106 110	4739 359 750	\$248,536,250	\$10.57	\$1.13	\$2.09	\$13.18	\$20.37	
Antrim	11/00/13	tracional on				44 70	415 41	\$28 93	\$3,620,108
	11/15/10	\$124.514.477	\$126,552,077	\$10.78	\$1.04	\$1./0	\$15.41	20.02¢	
Rennington	21/11/11	the state of the			רר כל	41 94	417 99	\$24.63	\$6,648,293
	10/30/19	\$267,834,140	\$271,767,340	\$6.08	\$3.72	\$1.04	CC.71¢	41	
Dublin	to lociot		4716 400 435	47 86	\$1.02	\$1.87	\$13.42	\$24.17	\$5,192,525
Erancectown	10/29/19	\$212,000,000	1000 1000				416 11	47777	\$4.568.824
al Iccaconii.	10/24/10	\$165,109,327	\$168,431,827	\$8.11	\$1.09	\$1.90	\$10.11	12:17¢	
Greenfield	CT/FZ/OT	4		AC 00	41 17	\$7.79	\$14.20	\$24.60	\$6,085,679
	11/05/19	\$244,437,641	\$249,978,341	\$0.55	21.14	40:00			
Hancock	11/15/10	¢158 487 240	\$161,407,040	\$5.25	\$1.02	\$1.96	\$14.35	\$22.58	8 \$3,000,00
Temple	11/15/15	decolorist		9 85	1 15	2.09	16.66	29.75	
Detechorough				0.00		3	+1400	477 17	41 224 219
Peterborougn	11/20/19	\$54,800,818	\$55,603,218	\$4.89	\$1.01	\$1.90	\$14.32	21.77	