

Budget Advisory Committee
May 31, 2023
Minutes

Present: Gary Scholl, Tim Fiske, Gail Cromwell, Mike Darnell, Bill Ezell, Peter Allen

Absent: Rob Kenney

Guest: Ken Caisse

Call to Order and Welcome

Chairman Scholl called the meeting to order at 6:30

Peter Allen was welcomed as a new member of the committee

Approval of Minutes

The minutes of January 18, 2023 were approved without change.

Gary asked for consideration of what we did right last year and what went wrong?

What went right.

The first thing he noted was that our town operating budget went up less than that of neighboring towns, 5%. We did get some things wrong, however.

What went wrong.

The Highway overtime budget was listed as \$2,200 when it was intended to be \$22,000, and the building inspector has no budget at all. Several solutions were suggested such as completing the budget earlier in the year so it can be double checked, and it would be prudent for all department heads and committees to actually verify their budgets (by signoff) at or before the Budget Hearing in February. For the Highway department, there are usually surplus lines so the road agent will most likely be able to cover his overtime expenses while staying within his bottom line. The building inspector bills will need to be approved by the select board.

Gary noted that the bookkeeper is new and for some reason has listed last year's budget numbers for several lines as the numbers for this year. Gary will establish contact and work this out.

Although required under gross budgeting, the Broad Band Bond expenditures were not included in the budget presented to the town on 9 February and needed to be added at Town Meeting. This was overlooked by BAC and the Selectboard.

Gary noted that he is troubled by the lack of transparency when the treasurer makes payments using the PDIP account. Although the bookkeeper is notified of all, they do not show up in the quick books reports. A separate excel spreadsheet is kept by the Treasurer. The auditors have not commented on this but our committee would like all transfers to be shown in the Budget Report. It was noted that the account "To and From Trust Funds" could be used to provide visibility.

We have spent half of the diesel budget in the first 4 months. Tim believed that was the usual case with a great deal of plowing occurring early in the year.

Problems we need to anticipate for 2023

Will there be a recession? If so, will it affect our tax collection?

Will the ARPA money be clawed back?

We need to watch our cash position closely during the year.

Member Assignments

The member assignments were reviewed with no changes. Peter Allen will take the assignments previously to Paul Clifton-Waite. Also Peter will take over the Cash Report.

Election of Officers

Gary was re-elected as chair but also announced that he intended this to be his last year on the committee so that we need to do succession planning and preparation. Mike said he is also likely not to continue. Tim Fiske was elected as Vice Chair, and Gail Cromwell as Secretary.

Member assignments and meeting dates are attached. We agreed to meet on the 2nd and 4th Wednesdays starting in September. Our next meeting is September 13.

New Business

Peter noted that we have started doing "One Check" collections for annual automobile registration and that this will require establishing a protocol for our handling and separation of cash values.

The petitioned special meeting will be expensive and there is no budget for it. The school has to be paid, the supervisors of the checklist, the moderator and town clerk, all must be paid.

Adjourn

The meeting adjourned at 7:32.

Respectfully,

Gail Cromwell

Attachment: Meeting Schedule for 2023-24

**Budget Advisory Committee
Town of Temple, NH.**

2023 Meeting Schedule for Department interviews and Consolidation

Department	Date	Time
Auditors w/SB	13 September 2023 – 2st Wed	7:00 PM
SB, Gov. Buildings, Village Green	27 September 2023 – 4th Wed	7:00 PM
Municipal Government & Finance	11 October 2023 – 2nd Wed	7:00 PM
Highway and Cemetery, ConCom	25 Oct 2023 – 4th Wed	7:00 PM
Fire, Animal Control, Planning, Rec	8 November 2023 – 2nd Wed	7:00 PM
Library, BAC Member Reports	13 December 2023 – 2th Wed	7:00 PM
BAC Budget Consolidation & Prep	10 January 2024 – 2nd Wed	10:00 AM
BAC Budget Consolidation & Prep	24 January 2024 – 4th Wed	7:00 PM
SB & BAC Town Budget Presentation	8 February 2024 – 2nd Thur	7:00 PM

****Dates and times are pending confirmation with town departments and committees.***

****Additional meetings will be scheduled as needed.***

Member Assignments:

Scholl: Municipal Admin & Finance, Recycling, Conservation, Welfare

Fiske: Highway, Cemetery, Fire Dept

Ezell: SB, Police, Gov Buildings, Town Hall, ZBA

Cromwell: Ambulance, Voter Registration, Village Green, Renewable Energy Task Force

Darnell: Patriotic Purposes, Animal Control, Rec

Allen: Planning Board, Moderator & Elections

Kenney: Library, CAC

Revised: May 31, 2023