

Budget Advisory Committee

Town of Temple, NH

Meeting Minutes

11:30 AM, 24 October 2017, Town Hall Annex

Attendees: Gary Scholl, John Kieley, Gail Cromwell (BoS), Ken Sullivan, Steve Concordia, Tim Fiske (Highway)

Meeting called to order at 11:32 AM

Information Systems

The cost of the town website was discussed including the opportunity to upgrade its mobile capabilities. The current cost of the web site technology is \$1650/year. The one-time cost of the upgrade is \$1800 which may be spread over three years (2018-2020); this cost will increase to \$2400 if we wait. The annual cost will not change with this upgrade.

Tim Fiske joined the conversation to discuss the Highway and Cemetery budgets.

Highway

Tim confirmed that he is up to date on his 5-year road maintenance plan. Major roadwork planned for 2018 include sealing, shimming and paving sections of Sara Drive, Colburn Road and East Road. The costs of that work is expected to be:

Sealing \$80,000

Shimming/paving \$40,000

Total \$120,000

If there are monies leftover from the above budget, Tim would chip seal Main St and Fire House Lane.

Another 2018 project would be paving the driveway to the tennis courts; recycled asphalt would be used for this work and the total cost would be roughly \$2000-\$3000.

The Town received \$62,218 from SB38 which must be used for new work. Tim used \$24,824.66 in 2017 to allow him to gravel more roads than planned. The balance is planned to be used in 2018 to replace a culvert on Moran Road. This project is particularly difficult because a temporary culvert and roadway will have to be constructed. These monies have been accounted for as a special line item and are not a part of the Highway's regular budget. The Selectmen plan to encumber the balance of these funds at year end 2017.

Planned 2019 roadwork includes Hadley Highway and perhaps Josiah Lane.

The Thomas Maynard culvert replacement was completed at a total cost of \$13,457.91 as compared to the \$30,000 voted at town meeting. The difference was largely due to the change in the wing wall specifications. The balance will stay in the Bridge and Culvert fund.

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Tim will be replenishing the road salt supply this fall. The Town used more salt in 2017 than typical due to the severity of the winter.

The need to trim/take down trees in the center of town was discussed. There are a number of trees behind the library that need to be removed to protect the building. A number of these trees can be removed by the Highway Department but at least a few will need a crane. There are also some trees on the common and between the town hall and church that need to be trimmed and require a bucket truck. Tim will contact a tree service to get a quote that could be used for budgetary purposes. It was agreed that the Library Trustees and the Village Green Committee would be asked to help finance this work.

Cemetery

The work to repair broken stones in the cemeteries will continue at a total cost of \$4000 with \$2000 coming from the trust fund.

Tim provided a summary (attached) of anticipated 2017 total expenses and suggested budgets for 2018.

New Business

Energy costs for 2018 were discussed and it was agreed that Ken and Tim would meet to discuss.

Ken raised the possibility of getting the town tax maps in digital format. This would be helpful in the event of any new large commercial projects. Ken will contact Avitar to determine what information is available and at what cost.

The minutes of the October 3 and October 5 meeting were discussed. Motion by Gail with second by Ken to approve as written. Approved unanimously.

Next Meeting Scheduled for Tuesday, November 7th at 11:00 AM.

Meeting was adjourned at 12:56 PM.

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TOWN OF TEMPLE
BUDGET ADVISORY COMMITTEE
2018 BUDGET DEVELOPMENT SCHEDULE

Date	Time	Subject
November 7	11:00	Town Clerk, Tax Collector and Treasurer Moderator and Checklist Supervisors Highway...second meeting if needed Library
November 15	6:00	Fire Department Animal Control External vendors...info from Assistant to BOS
December 5	11:30	Reports on BAC member assignments*
December 19	11:30	Best information on Police, Recycling and Ambulance Review of overall budget
January	Meetings to finalize budget	
February	Budget and Warrant Articles Hearing	

BAC Member Assignments:

Gary: Welfare, Ambulance, Recreation
Steve: Planning Board, Patriotic Purposes, Fire Dept
Christine: Town Hall, Recycling, Animal Control, Library
Steve: Energy (diesel, gas, electricity, propane and heating oil), TEEC
John: ZBA and ConComm
Gail: Police

TEMPLE FINANCIAL REPORT
2017 As of: Sep 2017

	<i>Total to Date</i>	<i>Total Budget</i>	<i>Percent To Date</i>	<i>Requested By Dpt</i>	<i>BAC Comment</i>	<i>Final Budget</i>	<i>Percent Change</i>
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EXPENDITURES

CEMETERY MAINTENANCE

01-4195.10-11C CM Cemetery Maintenance Wages *	\$ 2,101	\$ 3,200	66%	\$ 3,200			0.0%
01-4195.10-12C CM Cemetery Supervisor Salary *	\$ -	\$ 760	0%	\$ 760			0.0%
01-4195.10-22C CM Social Security *	\$ 116	\$ 246	47%	\$ 246			0.0%
01-4195.10-22C CM Medicare *	\$ 27	\$ 58	47%	\$ 58			0.0%
01-4195.10-43C CM Cemetery Maintenance and Expansion	\$ 4,000	\$ 1	400000%	\$ 1	Data entry error		0.0%
01-4195.20-43C CM Cemetery Repairs & Supplies *	\$ -	\$ 4,600	0%	\$ 4,600	\$2,000 from TF		0.0%
TOTAL CEMETERIES	\$ 6,244	\$ 8,865	70%	\$ 8,865			0.0%

HIGHWAYS AND STREETS

HIGHWAY DEPARTMENT

01-4312.10-63C HW Asphalt and Paving	\$ 82,543	\$ 120,000	69%	\$ 120,000			0.0%
01-4312.20-11C HW Labor	\$ 102,990	\$ 139,230	74%	\$ 139,230			0.0%
01-4312.20-14C HW Overtime	\$ 13,100	\$ 16,320	80%	\$ 16,320			0.0%
01-4312.20-22C HW Social Security	\$ 7,212	\$ 9,645	75%	\$ 9,645			0.0%
01-4312.20-22C HW Medicare	\$ 1,687	\$ 2,256	75%	\$ 2,256			0.0%
01-4312.20-34C HW Telephone and Pager	\$ 1,851	\$ 2,500	74%	\$ 2,500			0.0%
01-4312.20-41C HW Electricity	\$ 276	\$ 600	46%	\$ 600			0.0%
01-4312.20-41C HW Propane	\$ 286	\$ 1,000	29%	\$ 1,000			0.0%
01-4312.20-43C HW Vehicle Maintenance & Repair	\$ 13,986	\$ 16,000	87%	\$ 16,000	\$10k in 2016-Raised for tires 2017?		0.0%
01-4312.20-44C HW Subcontractors	\$ 4,996	\$ 6,000	83%	\$ 6,000			0.0%
01-4312.20-56C HW Dues & Drug Testing	\$ 377	\$ 600	63%	\$ 600			0.0%
01-4312.20-56C HW Training and Seminars	\$ -	\$ 200	0%	\$ 200			0.0%
01-4312.20-61C HW Supplies	\$ 4,260	\$ 8,000	53%	\$ 8,000			0.0%
01-4312.20-62C HW Office Supplies	\$ -	\$ 50	0%	\$ 50			0.0%
01-4312.20-62C HW Postage	\$ 172	\$ 250	69%	\$ 250			0.0%
01-4312.20-63C HW Repairs - Building and other equipment	\$ 389	\$ 2,000	19%	\$ 2,000			0.0%
01-4312.20-73C HW Sand and Gravel	\$ 16,932	\$ 40,000	42%	\$ 40,000			0.0%
01-4312.20-73C HW Signs	\$ -	\$ 600	0%	\$ 600			0.0%
01-4312.30-73C HW Culvert Pipe	\$ 1,101	\$ 2,500	44%	\$ 2,500			0.0%
01-4312.50-44C SN Subcontractors	\$ 7,255	\$ 10,000	73%	\$ 10,000			0.0%
01-4312.50-69C Sn Winter Salt	\$ 10,963	\$ 15,000	73%	\$ 15,000			0.0%
TOTAL Highway department	\$ 270,376	\$ 392,751	69%	\$ 392,751			0.0%

TEMPLE FINANCIAL REPORT

2017 As of: Sep 2017

EXPENDITURES

CEMETERY MAINTENANCE

01-4195.10-110	CM Cemetery Maintenance Wages *	\$ 2,101	\$ 3,200	66%	3,200			
01-4195.10-120	CM Cemetery Supervisor Salary *	\$ -	\$ 760	0%	760			
01-4195.10-220	CM Social Security *	\$ 116	\$ 246	47%	246			
01-4195.10-225	CM Medicare *	\$ 27	\$ 58	47%	58			
01-4195.10-430	CM Cemetery Maintenance and Expansion	\$ 4,000	\$ 1	400000%	1			
01-4195.20-430	CM Cemetery Repairs & Supplies *	\$ -	\$ 4,600	0%	4,600			
TOTAL CEMETERIES		\$ 6,244	\$ 8,865	70%	8,865			

HIGHWAYS AND STREETS

HIGHWAY DEPARTMENT

01-4312.10-630	HW Asphalt and Paving	\$ 187,043.	\$ -	69%	120,000			
01-4312.20-110	HW Labor	\$ 102,990	\$ 139,230	74%	139,230			
01-4312.20-140	HW Overtime	\$ 13,100	\$ 16,320	80%	16,320			
01-4312.20-220	HW Social Security	\$ 7,212	\$ 9,645	75%	9,645			
01-4312.20-225	HW Medicare	\$ 1,867	\$ 2,256	75%	2,256			
01-4312.20-341	HW Telephone and Pager	\$ 1,851	\$ 2,500	74%	2,500			
01-4312.20-410	HW Electricity	\$ 276	\$ 600	46%	600			
01-4312.20-411	HW Propane	\$ 286	\$ 1,000	29%	1,000			
01-4312.20-430	HW Vehicle Maintenance & Repair	\$ 15,957.93	\$ 16,000	87%	16,000			
01-4312.20-440	HW Subcontractors	\$ 4,986	\$ 6,000	83%	6,000			
01-4312.20-560	HW Dues & Drug Testing	\$ 377	\$ 600	63%	600			
01-4312.20-561	HW Training and Seminars	\$ -	\$ 200	0%	200			
01-4312.20-610	HW Supplies	\$ 5124.37	\$ 8,000	53%	8,000			
01-4312.20-620	HW Office Supplies	\$ -	\$ 50	0%	50			
01-4312.20-625	HW Postage	\$ 172	\$ 250	69%	250			
01-4312.20-630	HW Repairs - Building and other equipment	\$ 389	\$ 2,000	19%	2,000			
01-4312.20-730	HW Sand and Gravel	\$ 46,992	\$ 40,000	42%	40,000			
01-4312.20-731	HW Signs	\$ -	\$ 600	0%	600			
01-4312.30-730	HW Culvert Pipe	\$ 1,101	\$ 2,500	44%	2,500			
01-4312.50-440	SN Subcontractors	\$ 7,255	\$ 10,000	73%	10,000			
01-4312.50-690	SN Winter Salt	\$ 10,963	\$ 15,000	73%	15,000			
TOTAL Highway department		\$ 270,376	\$ 392,751	69%	392,751			
BRIDGE REPAIR AND MAINTENANCE		\$ 380,000.	\$ -		\$ -			
BRIDGE REPAIR AND MAINTENANCE		\$ -	\$ -		\$ -			
TOTAL BRIDGE REPAIR & MAINT		\$ -	\$ -		\$ -			
*****TOTAL** HIGHWAYS AND STREETS		\$ 270,376	\$ 392,751	69%	392,751			

Spent

187,043.137,000

will be higher

3000 from 10000 funds 10000 for 5 years

PROTECTED TOTAL

380,000.

380000

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