

Budget Advisory Committee
Town of Temple, NH

Meeting Minutes

19 December 2012

I. Call to order

Steve Andersen called to order the regular meeting of the BAC at 7:06 PM on 19 December 2012 in The Town Hall.

II. Attendance

The following members of the BAC were present: Steve Andersen (Chair), Brian Kullgren, Luke Peterson, Gary Scholl (Minute Taker), Mike Darnell (Ex Officio)

The following members of the BAC were absent: Stacy Caswell

III. Approval of minutes from last meeting

The minutes from the last meeting, 05 December 2012, were reviewed and approved with changes.

IV. Agenda Items

A. Handling of remaining departments

1. Steve Andersen stated that the budgets for **Solid Waste** and **Ambulance** were generally received very late and that we should use last years values until the new numbers arrive.
2. Steve Andersen proposed that he request the budgets for **Planning Board** and **ZBA** by email and then electronically distribute to the committee. The BAC was in unanimous agreement with this approach.
3. Because some the requirements were still in flux, the following areas needed to be resolved with Debra Harling: **Vital Statistics, Accounting and Auditing, Assessing, Information Systems, Legal, Benefits, Insurance, Advertising and Regional Associations and Debt Service.**
4. Further review of the Budget Worksheet revealed the following areas for review: **Government Buildings, Other General Government, Emergency Management, Other Public Safety, Patriotic Purposes and Conservation Commission**, Steve Andersen proposed that these be handled by personal interviews by Gary Scholl and himself and then presented to the entire committee. The BAC was in agreement with this.

B. Greenville-Temple Police Co-operative

1. Gary Scholl reported on his discussion with Chief John Semertgakis of Warren, New Hampshire. (Conference Call Notes attached) The committee unanimously agreed that further communication would not be necessary.
2. Steve Andersen reported that his preliminary review of an upper limit budget for a "Temple Only" police department was around \$190k. This included financing costs for a building expansion and one cruiser. The committee unanimously agreed that he should continue to work on a detailed budget analysis.
3. Gary Scholl provided charts showing the historical progression of the G-T Police Department expenditures and a breakout from the Police Incident Report. (Attached)

V. New business

- A. Cash Flow Analysis:** Gary Scholl provided a chart showing the historical cycles of "Month End Cash Balance." He noted that November 2012 reflected a monthly decline that exceeded the norm by over \$200k resulting in a 5 year low point (\$265k.)
 1. **Action:** Steve Andersen to find out what extraordinary payments and/or lost revenues accounted for this anomaly.
- B. January Meetings:** The committee agreed that it may be necessary to hold 3 meetings in January to complete our budget proposal for 2013.

VI. Adjournment

Steve Andersen adjourned the meeting at 8:16 PM.

Minutes submitted by: Gary Scholl

Minutes approved by BAC: 9 January 2013

Conference Call

10 December 2012

9:30a

Mobile

Purpose: Exploratory call to setup BAC meeting to discuss police coverage options

Attendees: Chief John Semertgakis of Warren, NH (603) 764-9669; Gary Scholl Temple, NH BAC

Agenda: Introductions

Minutes

Agenda item: Background & Reason for inquiry **Presenter:** Scholl

Discussion:

Town budget for police has been increasing at 7+% annually and BAC feels we need to understand comparative rate of increases for other departments in NH and to consider alternative approaches that may include terminating our co-operative contract with Greenville. Messages were left on 6 and 7 December, Chief returned messages this morning.

Conclusions: N/a

Action items	None	Person responsible	Deadline
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Agenda item: Describe Warren Police Operations **Presenter:** Semertgakis

Discussion:

The one man department shares a desk at the municipal building with the assessor. There is no local holding or booking and persons are transported to Grafton where all the expertise, facilities, etc. are provided by the county. The county also provides all of the dispatcher services. This is beneficial because it frees the chief of any "baby sitting" that would restrict further police work. The "IMC" reporting software system is not used because of expense and a less expensive (\$300) "Crime Stop" software is used. He is looking into co-operative sharing of report information with other departments in the surrounding area. The chief varies his "on-duty" time but generally includes Friday and Saturday evenings which are the highest incident times. He is available on-call through the county dispatcher the remainder of the time.

Conclusions: n/a

Action items	None	Person responsible	Deadline
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Agenda item: Setting up meeting between Chief and BAC **Presenter:**

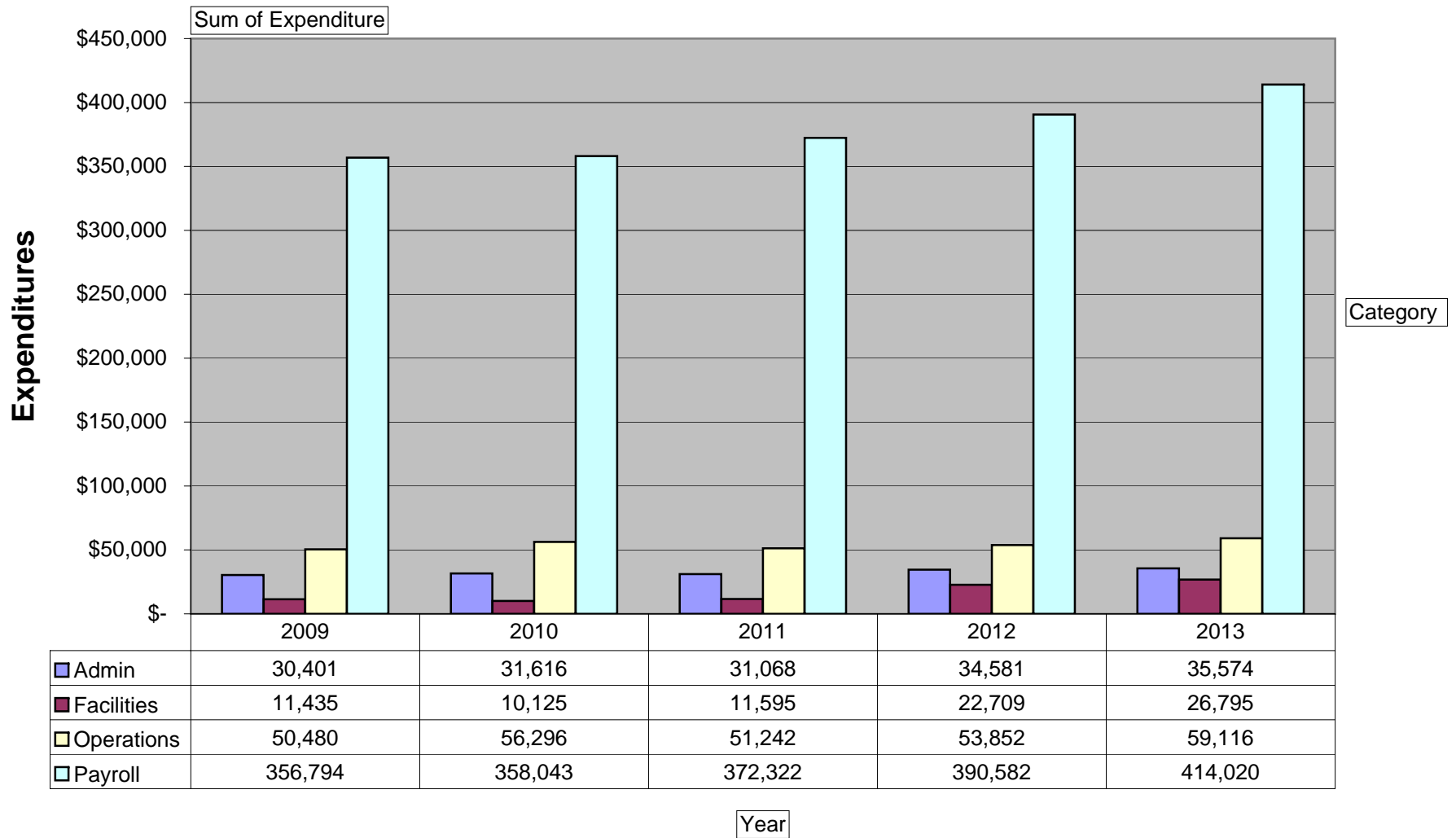
Discussion:

The chief at one time considered buying a home in Temple and is familiar with the community. He cautioned that it would be a long drive to Warren. The chief would be available any time between 8a and 2p, Mon-Fri and is open to any and all discussions. He would appreciate several days notice.

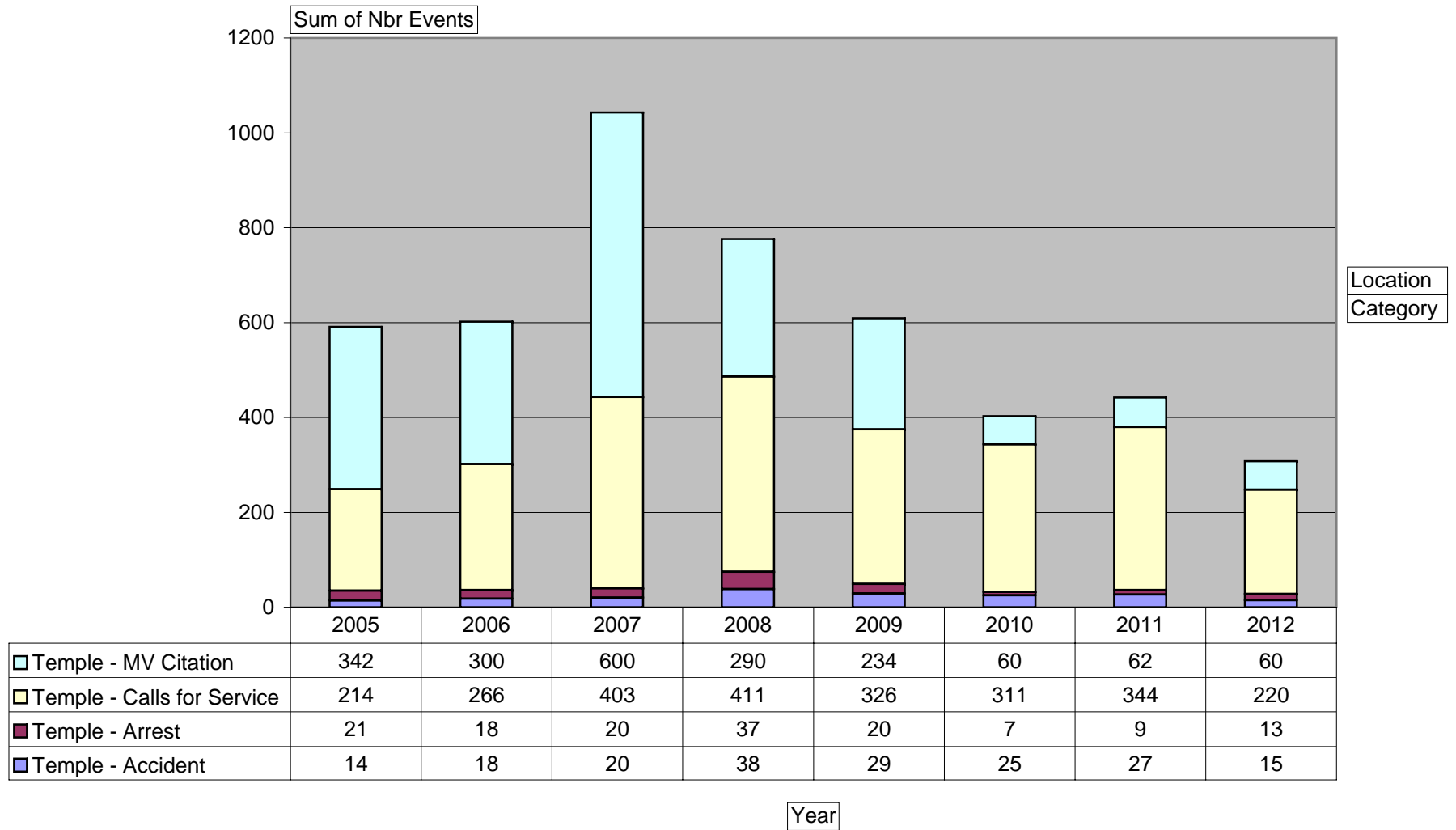
Conclusions: n/a

Action items	Person responsible	Deadline
✓ Transfer results of the this call to BAC Chairman	Scholl	10 Dec
✓ Notify the Chief of two possible date-times for meeting or cancel	Scholl	13 Dec

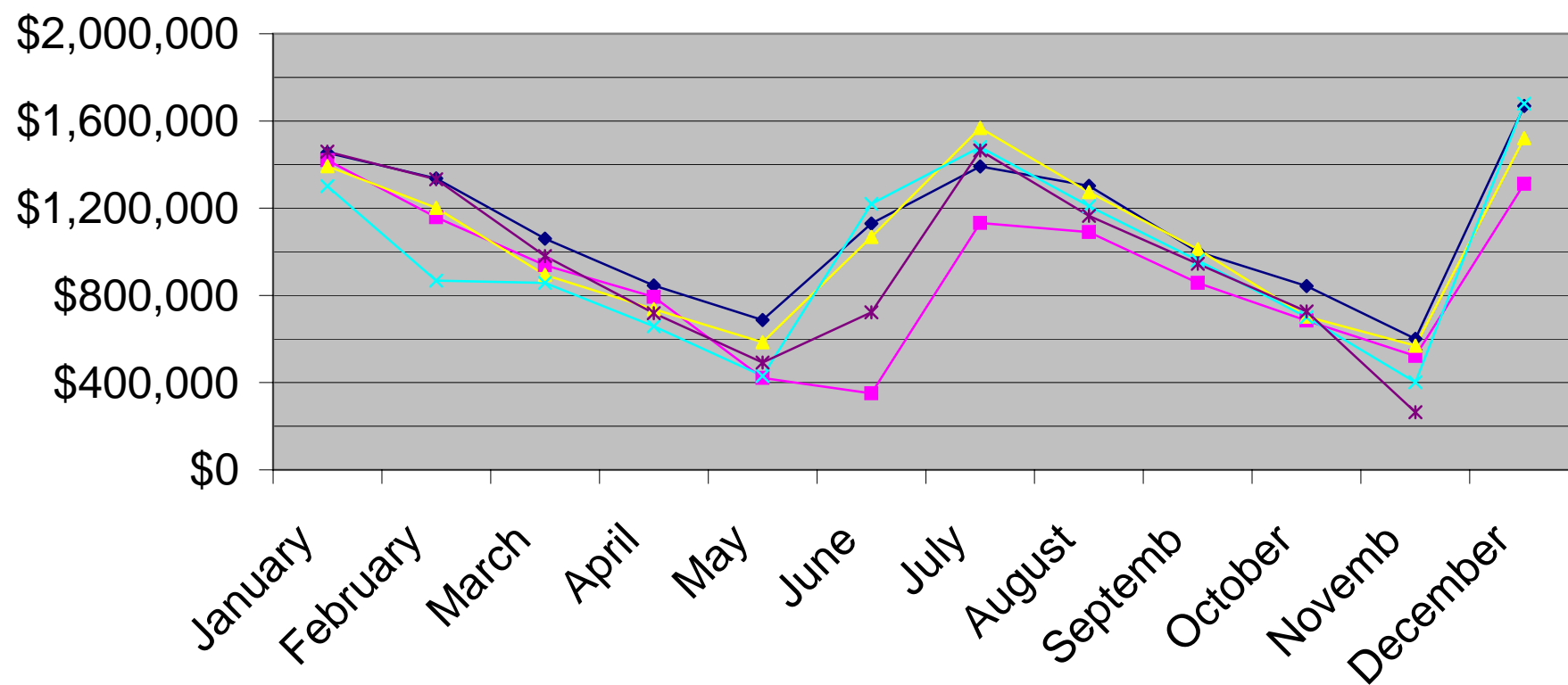
Temple-Greenville Police: Expenditures (Budget '12 & '13)



G-T Police: Incident Report



Month End Cash Balance



	January	February	March	April	May	June	July	August	Septemb	October	Novemb	December
2008	1,453,674	1,335,840	1,059,667	845,127	687,090	1,129,786	1,391,819	1,302,706	999,756	842,395	600,909	1,669,249
2009	1,420,432	1,158,055	938,605	793,483	421,869	351,045	1,131,835	1,089,721	857,103	685,144	522,392	1,311,790
2010	1,392,525	1,201,487	893,531	736,336	585,205	1,068,020	1,567,890	1,273,702	1,012,241	702,864	569,405	1,520,745
2011	1,300,573	867,356	856,701	658,590	430,684	1,220,175	1,479,887	1,209,335	960,941	699,621	401,779	1,679,065
2012	1,458,855	1,332,475	980,038	718,915	491,667	721,966	1,464,909	1,165,516	945,175	727,005	264,775	