

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

Meeting Minutes

9 January 2013

I. Call to order

Steve Andersen called to order the regular meeting of the BAC at 7:09 PM on 9 January 2013 in The Town Hall Annex.

II. Attendance

The following members of the BAC were present: Steve Andersen (Chair), Mike Davidson, Luke Peterson, Gary Scholl (Minute Taker)

The following members of the BAC were absent: Stacy Caswell, Brian Kullgren, Mike Darnell (Ex Officio)

III. Approval of minutes from last meeting

The minutes from the last meeting, 19 December 2012, were approved without changes.

IV. Agenda Items

1. Review Memorandum with Questions to Select Board

Steve Andersen read the memorandum (attached.) The committee unanimously approved the content. The chairman signed the memorandum and plans to hand deliver on Thursday 10 January 2013.

2. Police Department Budget Review

a. The “Temple Only” budgets for 2012 and 2013 provided by Mike Darnell via email were reviewed and discussed. The estimated budget for Temple for 2013 was \$282,000. The committee felt that a number of the line items were not defensible.

b. Steve Andersen presented an updated “Temple Only” budget he had refined along with input from Debra Harling. That estimated budget came to \$213,000.

Action: All members to review for comments.

c. The latest revision for the Co-Operative Police Department Budget provided by Mike Darnell via email was reviewed. After applying the proposed increase of Temple’s portion to 39%, the estimated appropriation came to around \$210,000.

- d. It was unanimously agreed that the committee should not recommend exiting from the co-operative agreement at this time but that the economic trend of this arrangement should be highlighted to the taxpayers.

Action: Gary Scholl to prepare a draft advisory statement for this topic.

3. Scan Budget

- a. A discussion was held relating to “*Abatements and Refunds*” and the timing requirements for submitting and processing requests. Based on current information, the committee agreed to decrease the appropriation from \$20,000 to \$5,000.

- b. Debra Harling provided a projection for **Legal Expenses** which were increased from \$5,100 to \$11,000.

Action: Steve Andersen to research possible accruals from 2012.

- c. The updated budget from the **Planning Board** was reviewed. Because of issues currently being discussed by that Board, the committee felt that this budget might warrant a final verification.

Action: Steve Andersen to do final verification with Rose Lowry.

- d. The budgets for **General Government Buildings** was reviewed and discussed. It was noted that the line item for the “*Village Green Committee*” had been increased to \$4,200. This was suspected to be related to Harvest Festival costs (incl. insurance) covered by the Fire Department in previous years but there was no clarity on this issue.

Action: Gary Scholl to contact Linda Bollinger.

- e. The budgets for **Insurance Not Otherwise Allocated** was reviewed and the committee was unsure that all the actual values had been inserted.

Action: Steve Andersen to verify with Debra Harling.

- f. The budgets for **Advertising and Regional Associations** was reviewed and approved.

- g. The budget for **Animal Control** was discussed. A question was raised that Jen Rheume may not have been sufficiently prepared when this budget was first reviewed.

Action: Steve Andersen to contact Jen Rheume for possible changes.

- h. It was noted that the budget for the **Conservation Commission** had not yet been provided.

Action: Gary Scholl to contact Lincoln Geiger.

4. Review Items for Next Meeting

- a. Our next meeting will be held in Town Hall Annex on 16 January 2013 at 7:00pm and that will be followed by a final budget review meeting on 23 January 2013.
- b. Following reporting on the above “Action Items” our first pass of the Town of Temple Budget will be completed and we will begin our “feasibility review process.”
- c. Our letter for inclusion in the Annual Town Report will be prepared by Steve Andersen and finalized.
- d. We will discuss mailing a “Notice to Tax Payers” letter.

V. New Business

Gary Scholl noted that although duly elected by the town, Stacy Caswell has never attended a BAC meeting. He requested the committee chair to make contact with the individual for resolution or resignation.

Action: Steve Andersen to contact Stacy Caswell.

VI. Adjournment

Steve Andersen adjourned the meeting at 8:45 PM.

Minutes submitted by: Gary Scholl

Minutes approved by BAC: 23 January 2013

MEMORANDUM

TO: TOWN OF TEMPLE SELECT BOARD
JOHN KIELEY, TED PETRO, MIKE DARNELL

FROM: TEMPLE BUDGET ADVISORY COMMITTEE

SUBJECT: REQUEST FOR INFORMATION

DATE: 1/13/2013

CC:

The Budget Advisory Committee respectfully requests the following information related to our budget building process for the town of Temple.

1. Please provide an explanation of cause for the abnormally low amount of cash reported for November 2012 in the "Town of Temple Month End Balance Cash Flow Report."
2. Please provide a copy of the police study that was mentioned at last year's town meeting by the Selectmen Board Chairman supporting his statement that "any amount less than \$280,000 is a bargain for the Police Department."
3. Please provide a copy of the five-year projections for the Police Department Budgets provided for 2012 and 2013 as stated in Section 7, Subparagraph C Subparagraph (i) of the "Intermunicipal Agreement for Provision of Police Services Pursuant to RSA 53-A."

Steve Andersen
Chairman, Temple Budget Advisory Committee