

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

Meeting Minutes

6 March 2013

I. Call to order

Steve Andersen called to order the regular meeting of the BAC at 7:04 PM on 6 March 2013 in The Town Hall.

II. Attendance

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

The following members of the BAC were absent: Stacy Caswell

III. Approval of minutes from last meeting

The minutes from the last meeting, 23 January 2013, were approved without changes.

IV. Agenda Items

1. Review Action Items from Last Meeting

Update Animal Control Budget by Gary Scholl: Gary Scholl reported he had spoken with Jenn Rheaume on 1 February regarding her department's budget. Several adjustments were made to better align individual items with actual projections. The total budget for **Animal Control** was unchanged from that previously approved by the BAC. The BAC unanimously approved these modifications. Gary further reported that the BOS had subsequently increased the line items for *Salary* and *On-call Time*.

2. Fund Balance Review

- a. Gary Scholl provided an update of the 2012 Fund Balance. The 2012 town report indicates the Fund Equity to be \$647,171. The unrestricted balance has declined approximately \$200,000 (which is in line with the amount extracted to reduce property taxes in 2012) to \$550,975. The end of year ratio of Unrestricted_Fund_Balance to Total_Expenditures declined from 19.7% for 2011 to 14.0% for 2012. Although this is within the range recommended by the LGC (8%-17%), further reductions could be disruptive to Temple's ability to maintain a positive cash balance throughout the yearly cycles.
- b. The value of tax delinquencies has increased in excess of \$100,000 in 2012 to \$459,000. This too has an impact of reducing the effectiveness of the Fund Balance to act as a cash buffer to meet town obligations in a timely manner.

3. Cash Flow Review

- a. Steve Andersen reviewed cash flow expectations for 2013. The revenues and expenditures are fairly well defined for the period up to June and the available cash should cover the town through May. However, Steve's calculations indicated that the minimum could be as low as \$50,000. The situation is further problematic because, the property tax rate for June revenues is set in the previous November and, therefore, does not reflect any increased obligations for town budgets, school taxes or warrant articles. It was also noted that a significant increase in **Highway Department** expenditures occurs in the second half of the year. Steve also pointed out that the state's up-front-payment for work on the Converse Bridge #1 (assuming Warrant Article #6 is approved at Town Meeting) could be used to prevent a cash shortage for some period of time. The committee expressed concern about the possibility that the town may be forced to purchase TAN's to meet November cash requirements.

V. New Business

There was no new business.

VI. Adjournment

Steve Andersen adjourned the meeting at 8:50 PM.

Minutes submitted by: Gary Scholl

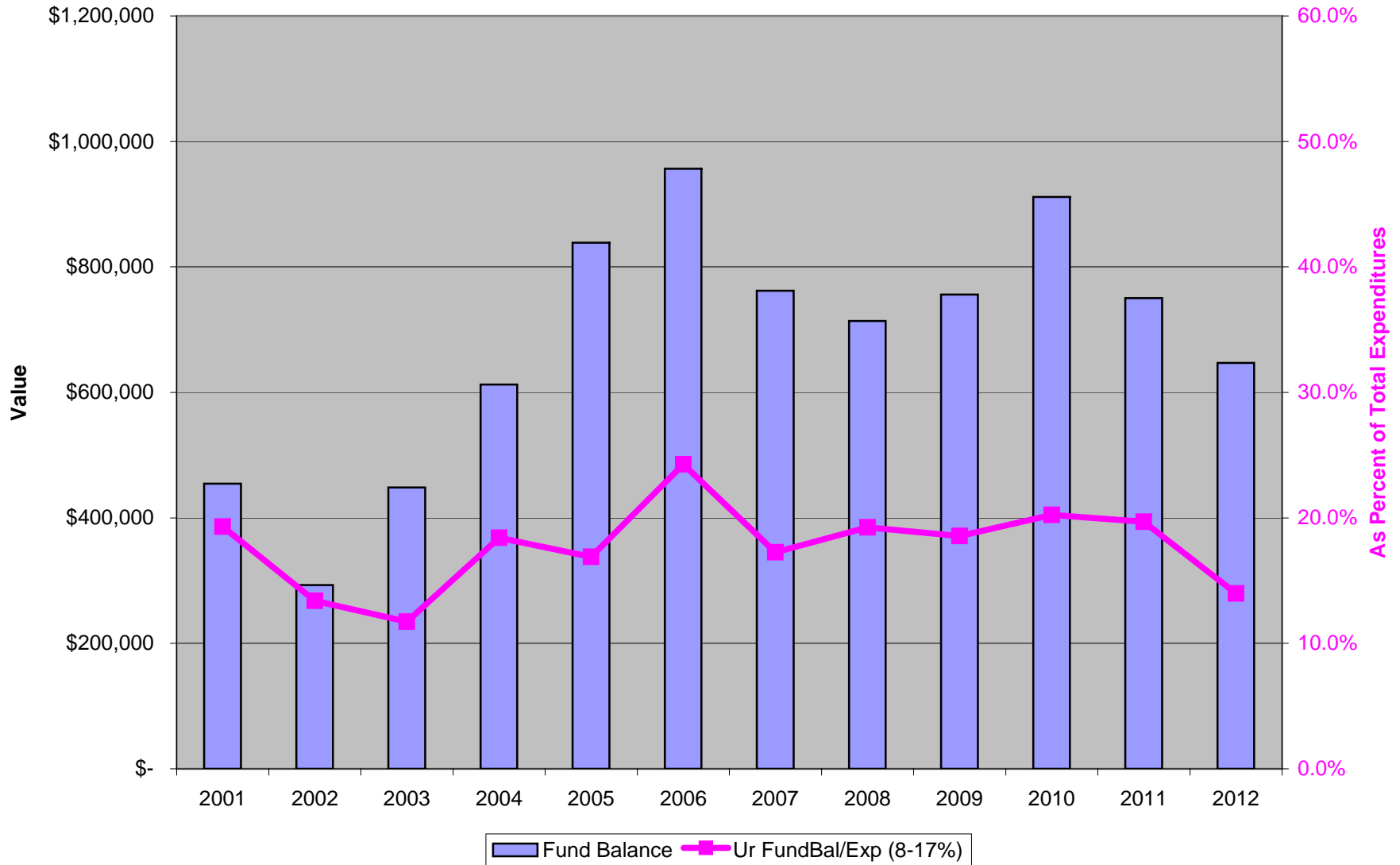
Minutes approved by BAC: 3 April 2013

	Budget 2012	Expended 2012	BAC Approved 1/23/2013	GS Approved 2/1/2013	BOS Approved 2/5/2013
ANIMAL CONTROL					
AC Wages	1,600	1,178	1,600	1,600	2,000
AC On Call Time	2,400	2,400	2,400	2,400	3,200
AC Court Time	0	0	0	0	0
AC Social Security	124	222	248	248	323
AC Medicare	29	52	58	58	76
AC Veterinary Services	200	0	200	200	200
AC Pager/Supplies	1,050	841	1,050	1,050	1,050
* AC Dog License Fees	900	1,371	1,400	1,400	1,400
AC Dog Damage Expenses	100	0	100	100	100
AC Immunizations	450	435	450	200	200
AC Training	1	0	1	250	250
AC Equipment	1	0	1	100	100
AC Animal Shelter	300	0	300	202	202
TOTAL ANIMAL CONTROL	7,155	6,497	7,808	7,808	9,101

25-Feb-13

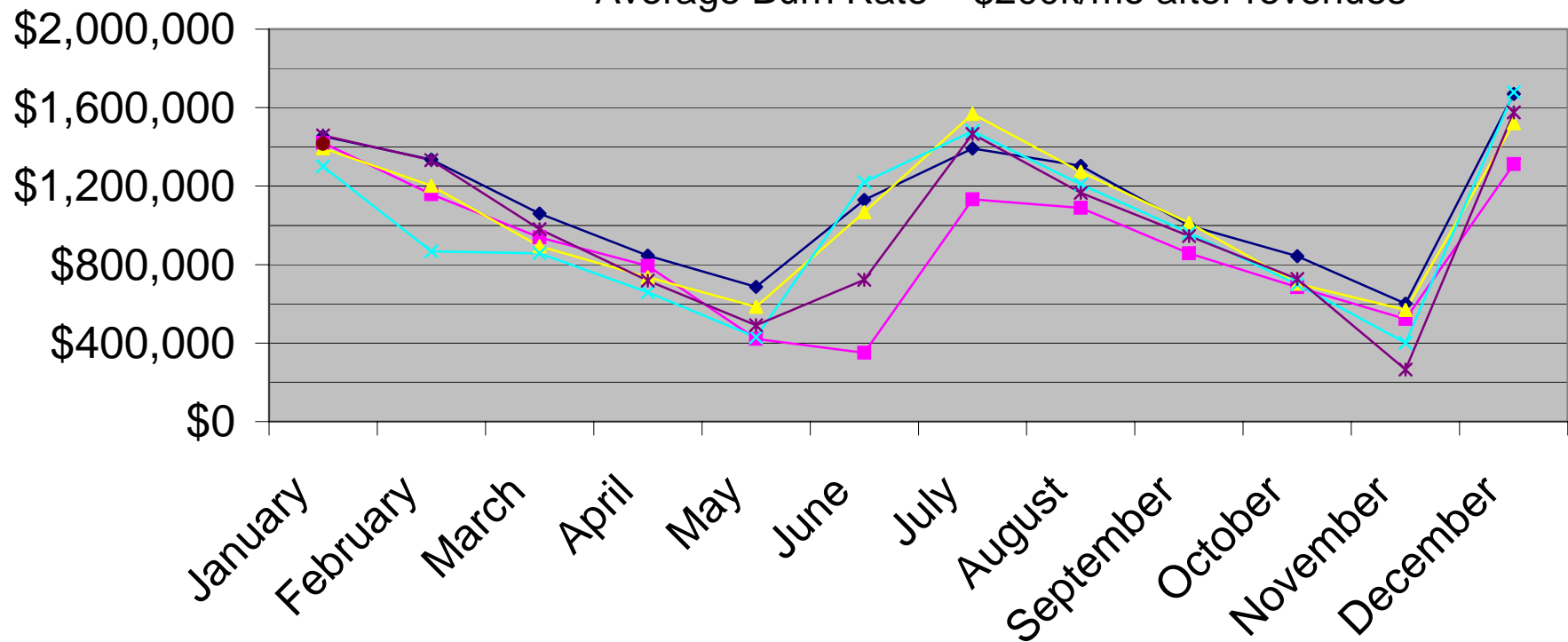
g

Fund Balance Equity



Month End Cash Balance

Average Burn Rate ~ \$200k/mo after revenues

[illegible]