

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

***Meeting Minutes***

3 April 2013

**I. Call to order**

Steve Andersen called to order the regular meeting of the BAC at 7:04 PM on 3 April 2013 in The Town Hall Annex.

**II. Attendance**

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

Also in attendance were Gail Cromwell and Connie Kieley.

**III. Approval of minutes from last meeting**

The minutes from the last meeting, 6 March 2013, were approved without changes.

**IV. Agenda Items**

**1. Election of Officers**

Steve Andersen was nominated and unanimously elected to the position of Chairman. Gary Scholl was nominated and unanimously elected to the positions of Minute Taker and Vice Chairman.

**2. Discussion related to Proposed Warrant Article 13 at Town Meeting**

The committee discussed interactions, reactions and outcome related to the warrant article proposed by Mike Darnell at Town Meeting. The warrant proposed re-instatement of the clause requiring a 5 year budget projection for the Temple-Greenville Police Co-operative. This clause had been included in the original contract but was not included in the renewal contract.

**3. Cash Flow Model for 2013**

Gary Scholl led a discussion related to a cash flow model he had developed to highlight potential problem months. It appears that there could as high as \$200k shortfall in November which is historically the month with minimum cash reserve. Several possible solutions were proposed and discussed. He reported that he would meet with John Kieley to tune the model and better understand the components related to cash flow.

**Action:** Gary Scholl to meet with Select Board Members and Tax Collectors to better define the cash flow model and to report back to the BAC.

#### **4. Discussion of BAC Summer Activity and Next Meeting**

Steve Andersen proposed that he randomly select purchase vouchers, from each department, for review by the BAC members over the summer. The objective would be to provide a price check for possible lower cost substitutes (vendors or items.) The committee agreed, in that this had not been done for several years, that this would be a suitable task.

**Action:** Steve Andersen to collect vouchers for BAC review.

In light of the need to review Gary's "Cash Flow Model" It was decided that there be one more meeting before breaking for the summer.

#### **5. Welcome New Member**

Steve Andersen welcomed Cody Charron as a newly elected member of the BAC.

### **V. New Business**

Mike Darnell noted that the State's approval process was moving very slowly for work on the Converse Road Bridge #1. He said that it was possible that completion could be put-off until 2014. He also noted that Tim Fiske had proposed a less expensive method to re-route vehicles during construction that would avoid building a temporary bridge. The BAC asked to be kept informed of progress on this project.

### **VI. Adjournment**

Steve Andersen adjourned the meeting at 8:04 PM.

Minutes submitted by: Gary Scholl

Minutes approved by BAC: 17 April 2013

## Cash Flow Analysis (2013)

		<i>Per Month Jan-June</i>	<i>Per Month July-Dec</i>	<i>Comments</i>
Starting Cash Balance	\$ 1,576,270			
Starting Liabilities (ConVol +)	\$ (1,393,403)			
Less compensated absences	\$ 9,245	\$ (230,693)	\$ (237,813)	Conval Increase (?) 3%
Town Budget (Straight Line)	\$ (1,255,851)	\$ (104,654)	\$ (104,654)	
Warrant Articles (ex Bridge + Truck)	\$ (25,971)		\$ (5,194)	
Bridge funding from Taxes	\$ (54,000)		\$ (9,000)	
Est Revenues (ex Bridge + Truck)	\$ 353,325	\$ 29,444	\$ 29,444	
June Property Tax Revenue	\$ 1,772,115			SameAs2nd 2012
	<u>\$ 981,730</u>	<u>\$ (305,904)</u>	<u>\$ (327,217)</u>	<u>\$ (2,489,777)</u>

## Computed Values

Jan	\$ 1,270,367
Feb	\$ 964,463
Mar	\$ 658,560
Apr	\$ 352,656
May	\$ 37,753
Jun	\$ 1,494,964
Jul	\$ 1,167,747
Aug	\$ 840,529
Sep	\$ 513,312
Oct	\$ 186,095
Nov	\$ (132,122)
Dec	

**Cash Projection 2013**

