

Budget Advisory Committee (BAC)
Capital Improvement Program (CIP) Committee
Town of Temple, NH
Draft Joint Meeting Minutes
October 27, 2021

The meeting was called to order at 4:03 p.m.

Attendees: Gary Scholl, Mike Darnell, Gail Cromwell, Tim Fiske, Ivy Bibler, Andy Paul, Bill Ezell (Select Board), Kent Perry (Highway Department)

1. Highway Department capital improvement request: Truck replacement

Road Agent Kent Perry reported that the 2021 Dodge Ram 5500 truck approved at Town Meeting in June is now in service, having had to wait several months to receive the dump body/sander. Perry gave committee members a tour of the new truck. The final cost of the vehicle came in at \$33,782 for the body and chassis (including a \$17,000 trade-in credit for the 2011 Ford F550) and \$46,888 for the dump body/sander for a total outlay of \$80,670.

The CIP committee reviewed Perry's request for a 6-wheel dump truck to replace the 2006 International, scheduled for replacement in 2022 with the cost spread over three years. Kent estimated the cost of a new truck at approximately \$174,000; however, he recommended keeping the figure at \$184,500 as in the current CIP schedule due to potential price fluctuations in the next year. Perry also noted that global supply chain issues could delay delivery of the vehicle into 2023. Committee members discussed the need to accommodate this possibility in the warrant article language for the capital expenditure, possibly allocating funds to the expendable trust for highway equipment to provide the flexibility to expend the funds in 2023.

2. Highway Department capital improvement request: Chipper replacement

Perry advised that the Highway Department's wood chipper is end-of-life. Purchased used in 1986, it is now failing and can only run briefly. Perry advised that a new chipper could cost in the region of \$40,000. Fiske suggested that a used chipper with low hours might be obtained for half the cost of a new one. Scholl pointed out that there is currently approximately \$32,000 in the highway equipment expendable trust, allowing the Select Board to purchase a unit now if such a used chipper can be found.

3. Highway Department capital improvement request: Paving

Perry reviewed options for road paving in 2022. The current draft CIP schedule earmarked 188,500 for paving to include Howard Hill (base coat and drainage) and Tyler Hill, Cutter Road, and Moran Roads (overlay only). Perry advised that the updated estimate for these projects is \$195,177 and suggested that, based on the town road analysis performed last year by the Southwest Regional Planning Commission, it is possible to put off Cutter and Moran overlay paving until 2023, for an estimated cost reduction of \$94,873. This would reduce the paving request for 2022 to \$100,804. Committee members asked Perry to revisit the 10-year highway paving plan to assess the impact of this proposal on the estimated paving cost for 2023 (currently \$150,000 in the draft CIP schedule). Scholl volunteered to analyze the impact of both proposals on the draft CIP plan for the committee to decide what to recommend.

The CIP and BAC committee members also discussed the pros and cons of incorporating annual highway paving costs in the Town budget versus requesting the funds through a warrant article. It was pointed out that if funds are approved via warrant article and placed in the expendable trust fund for paving, any remaining funds can roll over to the next year for that purpose. If paving is a line item in the Town budget, any surplus is rolled into the unreserved fund balance, limiting its use to managing the tax rate, rather than being used for paving.

Paul brought up the issue of the East Road bridge, which is listed in the CIP narrative/inventory for replacement in 2025 at an estimated cost of \$600,000. However, this expense is not reflected in the draft CIP schedule. No conclusion was reached on this topic.

4. Highway Department budget review

The BAC reviewed the 2022 budget for the Highway Department. Perry advised that sand and gravel prices are rising and requested raising those line items from \$20,000 to \$25,000 each. He requested increasing the line for culverts from \$2,500 to \$4,000 to accommodate planned projects. The line for tires was over budget in 2021 (\$1,500 budgeted, \$2,657 expended) but Perry said this was temporary. Labor was underspent in 2021 and Perry said this was due to being down one employee. He is trying to fill the position but noted that it requires a commercial driver's license (CDL) and there is currently a nationwide shortage of such drivers. He noted that hiring someone without a CDL would limit which vehicles the employee could operate.

5. Cemetery budget review

The BAC reviewed the 2022 budget for cemeteries with Perry. Maintenance was overspent in 2021 and Perry noted that obtained an estimate of \$1,600 to repair a shed roof at one of the cemeteries. No budget changes were requested. Cromwell asked if a system has been worked out to charge for cemetery plots to help defray costs and Perry responded in the affirmative.

6. Meeting minutes

Motion to approve BAC minutes of the October 13 meeting by Cromwell, second by Fiske.
Approved unanimously.

Motion to approve CIP minutes of the October 13 meeting by Scholl, second by Bibler.
Approved unanimously.

Meeting adjourned at 5:42 p.m.

Attachments:

2021_10_15_CashReport_Bookkeeper

Budget worksheets available upon request.



Christine Robidoux <cearobidoux@gmail.com>

Fwd: Cash Report

Gary Scholl <gwscholl@gmail.com>
To: Christine Robidoux <cearobidoux@gmail.com>

Fri, Oct 15, 2021 at 8:49 AM

Fyi

g

Begin forwarded message:

----- Forwarded message -----

From: **Temple Bookkeeper** <templenhbookkeeper@gmail.com>
Date: Thu, Oct 14, 2021 at 5:05 PM
Subject: Cash Report
To: Gary Scholl <gwscholl@gmail.com>

Hi Gary,

Please see the cash report attached. I ran it through the 10/20/21 scheduled transactions by Peter.

It includes all deposits I received today to post, accounts payable done 10/11 and payroll checks dated 10/15.

It shows both the \$355,218.00 & \$74,434.34 American Recovery transferring out.

Citizen's general fund balance is \$580,676.57 as of 10/20/2021. If I receive deposits to post prior to 10/20, I will run an updated report and forward to you.

The report does not show the \$45,000 transferring yet, I am working with Peter on this (he needs permission from Sherry Fiske to transfer the money to the account she set up as well as we need a letter or signed voucher from the Selectboard to transfer the money out which I am working on with Carole).

Thank you,

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Julie Dean
Bookkeeper
Town of Temple, NH



gMo Cash Report through October 20, 2021.xlsx
412K