

Budget Advisory Committee

Town of Temple, NH

Meeting Minutes

5:00 PM, 9 April 2019, Town Hall Annex

BAC Attendees: Gary Scholl, John Kieley, Gail Cromwell, Christine Robidoux, Steve Concordia, Ken Caisse (Select Board), Mike Darnell

Also in attendance: Peter Allen, Town Treasurer

Meeting called to order at 5:00 PM.

Scholl welcomed new members Caisse and Darnell, and Allen (Treasurer).

Minutes from 5 February 2019 reviewed and approved.

Discussion of "Lessons Learned" last year.

Darnell expressed appreciation for BAC's attendance and information shared at the Budget Hearing & Town Meeting.

Consolidation & Re-ordering of some line items went well overall, however we need to continue to monitor and review in a thoughtful and careful manner.

Highway Labor may be an area that needs to be split. This will enable the Select Board to be sure we are paying fair wages for each position. Right now it's all in one line item.

Concordia's work on the dashboard continues. Scholl, Concordia, and Judy (town bookkeeper) will continue work on this in 2020 and share with the BAC and Select Board once completed.

Income items need to be followed more closely, Scholl will work with Judy (bookkeeper).

Scholl requested cash balances from Allen (Town Treasurer) on a monthly basis, should be shared with Select Board as well. Discussion on which numbers will be most helpful, NHPDIP, Citizens Checking vs. QuickBooks checkbook balance).

Kieley suggest we attend committee meetings prior to 2020 Budget Development, to be clear on needs for the BAC. There was some confusion with a couple of committees this year.

Discussion of doing a wage analysis for town employees to be sure we are paying fair wages and are not falling behind. Caisse will bring suggestion to Select Board for discussion. (*See e-mail addendum 1, attached*).

Election of Officers:

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Scholl as Chair, unanimous approval.

Cromwell as Vice Chair, unanimous approval.

Robidoux as Secretary, unanimous approval.

Concordia as Data Specialist, unanimous approval.

Critical Focus Topics for 2020 Budget Development:

- Highway Asphalt and Paving with the Select Board and CIP
BAC & BOS would like an updated list of anticipated paving projects formatted as a 5-Year Plan and a 10-Year Plan from the Highway Department. There is some sense of urgency as Fiske's retirement date is unknown at this time. We would like to give Fiske and Perry enough time to work on this before Fiske's retirement.
Caisse will follow-up with Select Board and Fiske (*See e-mail addendum 1, attached*)
BAC suggests May 10 as a goal for collecting Paving Schedule from Highway Department.
- Closer collaboration with Town Treasurer, Peter Allen
Allen presented some ideas/suggestions that he plans to bring to the Select Board around payment schedules that could potentially allow for greater interest income from the NHPDIP account. Money from NHPDIP account can be transferred very quickly and easily as long as it's before 4 PM on a business day, so payments can be made efficiently.

Meeting Schedule for 2019-2020

Auditors are still in data collection phase. We are hoping to have a report and meeting with them the week of June 10th-14th.

Tentative date for meeting with Highway Department, Select Board, and CIP Committee week of May 27th- 30th.

Two suggested dates for Town Budget Hearing of February 6th or February 13th, 2020.

Town Meeting will be March 14th, 2020.

General meeting times in the fall are dependent on availability of the committees attending the meetings. However, Wednesdays at 5 PM seem to be the best time for BAC meetings otherwise, on the 1st and 3rd Wednesdays of each month starting in September.

Proposed Committee Assignments for 2020:

Scholl: Welfare

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Concordia, Planning Board, Fire Department
Robidoux, Town Hall, Animal Control, Library
Kieley: Energy, TEEC, ZBA, ConComm
Caisse: Ambulance, Recycling
Cromwell: Police
Darnell: Patriotic Purposes

Committees attending BAC meetings:

Fire Department
Municipal Office: Treasurer, Admin, Bookkeeper, Town Clerk, Tax Collector
Highway & Cemetery
Building Maintenance & Select Board
Recreation
Other Committees as needed

Other Business

Kieley believes there may be grant money available to replace the library furnace and will follow-up.

Kieley asks about Caisse supporting the BAC in the municipal office when data is needed, as Cromwell did a lot of that for the BAC last year. Caisse agrees that Scholl as chair should have access to whatever data he needs from the office, and Caisse will get involved as needed. Caisse requests that to avoid overwhelming the office staff, Scholl should be the only BAC member going into the office for data for the BAC.

Motion to adjourn at 6:20 PM. Unanimous approval.

E-mail attachments:

04-09-19 Caisse

04-10-19 State Aid Darnell

See link for more information:

<https://www.nhmunicipal.org/Resources/ViewDocument/795>

From: Gary Scholl

Sent: Tuesday, April 9, 2019 9:09 PM

To: Ken Caisse

Cc: Bill Ezell; George Willard; Christine Robidoux; John Kieley; Gail P. Cromwell; Steve Concordia; Mike Darnell

Subject: Re: Tonight's BOS meeting Questions from BAC

Thanks Ken!

We appreciate the feedback and look forward to meeting with the Highway Department (BAC & CIP) to discuss sustainable paving needs.

g

On Apr 9, 2019, at 8:10 PM, Ken Caisse <temple.nh.selectman@hotmail.com> wrote:

Gary,

As per the questions from the BAC to the BOS tonight.

The BOS would like to see a wage study if you have someone that will do the study, I did forget to ask what towns we wanted and maybe Bill and George will way in here as for me comparable size and within our area.

George will ask Tim and Kent for a 5 and 10 year Hiway paving plan and let you know when there ready to present.

The new Website, Bill informed us that it should be up within 2 weeks as they are just finishing it up and we will have a Google calendar as well.

We will also put the Town Treasurer on the next agenda for the BOS to talk about PDIP and payment options, that meeting will be 23 May at 6:30 pm in the town hall annex will confirm when the treasurer is notified.

I believe that was all we talked about, if there is anything I missed please let me know. Bill and George, if there is anything you would like to add for the BAC please let Gary know.

Thanks
Ken

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From: Gary Scholl
Sent: Thursday, April 11, 2019 11:05 AM
To: michael.t.darnell@comcast.net
Cc: 'Christine Robidoux'; 'John Kieley'; 'Ken Caisse'; 'Steve Concordia'; 'Gail P. Cromwell'
Subject: RE: You may want to read this

Mike,
The \$355 "Other State Revenue" that Gail references has no entries to the issue that you raised (Flood Control). Please research if there are funds available to Temple for this, and what procedures and timing should be followed to secure possible revenue. An MD report-out for this topic will be added to our next agenda.

g

From: Gail P. Cromwell <gpierson@tiac.net>
Sent: Wednesday, April 10, 2019 1:17 PM
To: gwScholl@gmail.com
Cc: Christine Robidoux <ricochetrobidoux@hotmail.com>; John Kieley <johnkieley574@gmail.com>; Ken Caisse <temple.nh.selectman@hotmail.com>; michael.t.darnell@comcast.net; Steve Concordia <noche4444@yahoo.com>
Subject: Re: You may want to read this

See page 26 of the Town Report for what we receive from the state. And they do not fund fully as they are required to by the original legislation.

On Apr 10, 2019, at 12:48 PM, Gary Scholl wrote:

BAC,
I received this message from Mike Darnell,
The charts in the attached document indicate the overall decline of State Aid to Municipalities. The specific aid for flood control that Mike mentions, appears on page 13.

I was unable to find any State Funding for Flood Control (or Environmental) being received during 2018 by Temple. (Steve; Please verify)

g

From: Darnell, Michael <Michael.T.Darnell@Comcast.net>
Sent: Wednesday, April 10, 2019 11:42 AM
To: Gary Scholl <gwscholl@gmail.com>
Subject: You may want to read this

I know that when I was a Selectman that State of Mass. stop making payments for Flood Control projects in Temple, not sure if Temple has been getting the Pilot funds that the State of NH has allocated since 2014.



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<STATE AID TO MUNICIPALITIES.pdf>