

Town of Temple
Approved Minutes of Budget Advisory Committee (BAC)
Wednesday, March 22, 2006

Members present

Brian Kullgren
Rae Barnhisel
Mike Darnell
Grinnell More
John Pierce

Others present

Charlene Eddy (Select Board)
Steve Andersen
Honey Hastings

Meeting called to order at 7:03 pm

1. Minutes from March 8, 2006, approved as amended.
2. As vice-chair, Kullgren welcomed new members Pierce and More to the BAC and suggested that members provide some background on themselves.
3. Kullgren suggested that the following documents would be helpful in the coming year and that the new chair should ensure that members received copies: Budget Worksheet, Estimate of Community Services, Abatements, Sources of Revenue, Fund Balance Breakdown, Police Coop Budget, Ambulance Budget, Template to Set Tax Rate. He introduced an updated copy of the recommendation form to the Select Board with a detailed voting record of each member's vote. He suggested that the BAC gather data on towns similar in terms of population, road mileage, and number of houses to compare per capita spending.
4. S. Andersen provided a copy of the Budget Worksheet dated 3-20-06 and asked that members address and understand the projected \$300,000 fund balance in order to be able to assist the Select Board in setting the tax rate in fall of 2006.
5. More asked the following issues be clarified: the town's fiscal calendar, the BAC timeline, and what processes and tools were in place. Darnell requested that the Budget Worksheet and Account Detail be provided in electronic format. Pierce asked that the documents be made available via email as Excel files. More asked that the files be sent in an 8" x 11" format. Barnhisel asked that Select Board minutes be provided on a regular basis as well. C. Eddy will relay these requests to D. Harling.
6. Darnell requested a copy of the independent auditor's report. Barnhisel suggested that town auditors be reinstated and asked that members consider whether the BAC might perform this function.
7. Members discussed the pros and cons of a purchase order vs. voucher system and agreed to pursue the issue with department heads.
8. C. Eddy asked that the Historic District Commission be provided with a budget similar to other commissions and land use boards.
9. Barnhisel will bring in Darnell's report on the administrative computer system, a hard copy of the account detail, and any other budget information that may be useful to the next meeting.

Meeting adjourned at 9:10 pm.

Submitted:

Rae Barnhisel, BAC Minute-taker
April 12, 2006

