

Town of Temple
Approved Minutes of Budget Advisory Committee (BAC)
Wednesday, April 26, 2006

Members present

Rae Barnhisel
Mike Darnell,
Brian Kullgren
Grinnell More

Others present

J. Kieley
C. Kieley
B. Tirey

Meeting called to order at 7:00 pm

1. Minutes from April 26, 2006, approved as written.
2. Kullgren moved to elect officers, seconded by Barnhisel, and voted in the affirmative to proceed. Kullgren moved that Darnell be nominated as chair, seconded by Barnhisel, and voted in the affirmative. Discussion followed on the concept of rotating key positions. Barnhisel moved to nominate Kullgren and More as co-vice-chairs, seconded by Darnell, and voted in the affirmative. Kullgren moved to nominate Barnhisel as minute-taker, seconded by Darnell, and voted in the affirmative. (*Chair needs access to Municipal Building for mail and meetings*).
3. Darnell distributed the following copies to each member (copies attached): summary version of Robert's Rules of Order, contact info for members, state RSAs included in Chapter 32, Municipal Budget Law and Chapter 40, Government of Town Meeting. He asked that members revisit Chapter 32 and question whether a Budget Committee might function better or worse than a Budget "Advisory" Committee.
4. Barnhisel distributed a draft Budget Timeline (copy attached). Members agreed to meet with members of the Select Board (May 10?) and the CIP Committee May (24?). Darnell suggested that the BAC review the 2007 and 2008 recommended CIP appropriations in order to prepare for grant-writing efforts.
5. Members agreed to seek education on the use of the Fund Balance to offset property taxes through D. Harling, Select Board secretary, and Sandra Rourke, NH Dept. Revenue Administration auditor. Darnell will contact Harling for a June workshop; Barnhisel will contact Rourke for an August workshop.
6. Members agreed to conduct field trips to the following departments depending on department head convenience: Highway, Police, Fire, Administration (tax collector, town clerk, and select board secretary), and Library. Kullgren will contact T. Fiske (Hwy) and J. McTague (Police). Darnell will inform J. Whitcomb, K. Nolte, and D. Harling (Administration).

Town of Temple
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Wednesday, April 26, 2006
(continued)

7. Darnell and More reported on the 4-25-06 Select Board meeting in which it was agreed that the BAC could receive an electronic copy of the most recent Budget Worksheet. Darnell had received a disk from Harling that day that contained the Excel file and will email it to members before the next meeting. More stated that an electronic file of the Account Detail would not be made available as requested. Members agreed that the BAC should be copied on account detail information provided to department heads on a regular/monthly basis to be better prepared for fall interviews.

8. Members discussed Darnell's 2004 "information technology" report on the status of the town's hardware capabilities. Members agreed to continue the discussion of how to update the report.

9. Members reported on the posting of the 1-yr. position vacancy. No interest other than that of B. Tirey had been submitted. Members queried B. Tirey on conflicts of interest related to the Highway Dept., Select Board, and CIP Committee. All were satisfied that Tirey would bring impartiality to the position, given a caveat by Kullgren, agreed to by Tirey, that Tirey would recuse himself on issues relating to highway department appropriations. More moved to recommend to the Select Board the appointment of Tirey to fill the BAC vacancy, seconded by Barnhisel, and voted in the affirmative.

10. Members agreed to have Darnell generate the next proposed agenda for members' input.

Meeting adjourned at 9:25 pm.

Submitted:

Rae Barnhisel
BAC Minute-taker
May 10, 2006