

**Approved Minutes of the Budget Advisory Committee (BAC)
Temple Municipal Offices
January 28, 2004**

Members present

Steve Andersen (Chair)
Rae Barnhisel (Minute-Taker)
Charlene Eddy
Brian Kullgren (Vice Chair)

Others present

Bruce Kantner (Select Board)
Ted Petro (Select Board)
Sherry Fiske (Select Board)
Connie Kieley

Meeting called to order at 7:30 pm; venue change from Town Hall to Town Offices

A. Minutes

December 10, 2003 meeting minutes approved pending no objection by absent members.

B. Ongoing business:

1. Andersen motioned that the proposed 3% wage increase would be presented as a warrant article rather than be included in the operating budget. There was discussion of how the 3% required wage increase originally was adopted. B. Kantner did not think it was adopted as a warrant article but was voted upon by the select board. Barnhisel reported that the Town of Temple Human Resource Manual (adopted August 3, 1995; updated March 16, 2002) provided the mandate in Section 2.2.6, on page 5. S. Fiske suggested the wording of the warrant article could be, "to raise and appropriate \$9,000 for employee wages." She provided the BAC with Salary Increase Totals 2004 that lists the positions that are slated for a wage increase and the dollar amount (attached).

T. Petro proposed that the wage increase stay within the budget but that immediate discussion be initiated by the Select Board. S. Fiske agreed that she would ensure that the wage increase be discussed before reading the budget. The BAC voted unanimously to allow the 3% wage increase to be discussed on the floor immediately prior to budget deliberations rather than be discussed as a monetary warrant article.

2. The select board informed the BAC that the wage increase would change from 3% to 2.5%. Barnhisel asked whether the select board was able to disregard the mandate. Eddy read from Section 2.2.6, page 5 of the Town of Temple Human Resources Manual:

"The Board of Selectmen's method of compensation computation shall be governed by the compensation plan (The Green Book) contracted for and received by the Southwest New Hampshire Regional Planning Association. This plan required the Town of Temple to equalize and stabilize rates of pay for the year 2002, and thereafter grant an annual wage increase of 3% to each employee and to each compensated appointee, and elected official. This policy shall remain in effect until such time as the Board of Selectmen shall present a revised compensation plan at the annual town meeting for voter approval."

T. Petro responded that the 2.5% wage increase was the Board of Selectmen's revised compensation plan. Barnhisel disagreed that a percent adjustment would constitute a revised plan.

3. Andersen informed members that the Select Board had made 3 changes to the Budget Worksheet since the first public hearing on January 17 and would present those at the second public hearing slated for February 7 at 1:00 pm: a new oil tank for the Town Hall, a revised estimate for Wilton Recycling Center, and projected costs to implement the state's new GASB34 requirements.

4. Andersen reported that he has been asked to estimate what it will cost to fix one of the Highway Dept. truck engines. His estimate was \$3100-3500.
5. There was discussion of whether and how the BAC should weigh in on the budget prior to Town Meeting. To date, the select board has not asked for BAC input to be included in the Town Report. Kullgren requested that BAC 2004 recommendations be included in the 2004 Town Report in 2005. Barnhisel requested that the Select Board not make recommendations on non-monetary warrant articles since they are not included in the budget. S. Fiske suggested that the Temple Newsletter or the comment section of the budget could include BAC 2004 recommendations.
6. There was discussion of the BAC report in the annual Town Report. Drawing on drafts by Andersen, Barnhisel, Eddy, and Quinn, it was agreed to have only formal actions and recommendations in the Town Report and to put informal actions and recommendations in the Temple Newsletter (the edition prior to the Town Meeting that is mailed out).
7. S. Fiske reported on the categories she would use in reporting the 2004 budget in the Town Report. It was agreed that she should try to match the state's MS-6 categories (see prior minutes for a copy of the MS-6).
8. It was agreed that 200 copies of the Budget Worksheet would be available to taxpayers at the Town Meeting (March 13, 2004, 10 am, Temple Elementary School).
9. C. Kieley asked that BAC members attend a meeting by the Friends of Temple Town Hall on 2/2/04 at the Town Hall with architect Rick Monahan to address his plans for a \$20,000 building expansion.
10. There was discussion of the Capital Improvement Plan (CIP) warrant article and the need for the wording specify that independent, outside consultants be hired.
11. There was discussion of the warrant article for a water conditioner for the local municipal water supply (by petition). C. Kieley spoke in favor of any system to reduce mineral staining. Kullgren stated there were negative consequences of having conditioners when purging the sewage system.
12. There was discussion of the warrant article (by petition; Town of Dublin) to change the school funding ratio from 25:75 to 50:50. Andersen pointed out that school budgets run 2 years behind municipal budgets and presented 2001 data that showed that Temple taxpayers would have to pay an additional \$1.13 per \$1000 under the proposed change (see attachment). Andersen and Kullgren requested that members vote against the change.
13. Mason Klinck's letter dated 1/26/04 (attached) regarding the 1/17/04 public hearing minutes by Debra Harling (attached) was acknowledged. Barnhisel stated that the request by M. Klinck that T. Petro recuse himself from discussion and voting on police department matters (Police chief is T. Petro's son-in-law) and the request by Jeanne Whitcomb (tax collector) that T. Petro recuse himself from voting but not necessarily from discussion should have been included in the minutes. She agreed to present her notes to the BAC for the record.

Meeting adjourned at 9:20 pm.

Respectfully submitted,
Rae Barnhisel
Feb. 25, 2004