

Budget Advisory Committee
Town of Temple
March 26, 2008 meeting minutes

BAC members attending: Ben Tirey, Shawn Smith, Honey Hastings
Also attending: Mike Darnell

Meeting convened 7:05 p.m. by Smith, Vice-Chair

Motion to postpone review of BAC meeting minutes of 3/12/08 and election of officers passed.

Discussion of filling vacancy on BAC.

Mike presented flyer on LGC Govt. Officials workshops this summer. He is the Selectboard's rep to BAC.

Discussion of the budgeting process which led to the proposed 2008 budget. Shawn & Ben voiced concern about budget changes made by the Selectmen after the BAC makes end of the year recommendations. The BoS has suggested having a workshop of town departments and employees to go over right-to-know issues and to set goals for this year.

Discussion of lack of revenue documentation for BAC review. BAC should get a monthly update. BAC might also consider requesting a monthly cash flow update.

Setting the tax rate: BAC needs to know the DRA schedule further in advance.

Shawn presented the draft Financial Policy & Procedures Manual to the Board of Selectmen on March 14. Discussion of the Finance Manual: BAC needs Selectmen's feedback. Shawn has offered to make a formal presentation of the Manual to the Selectmen. "Under Construction" items or chapters: need to set goals for 2008 for each BAC member. Scheduling needs with respect to communication should be set forth in the Manual. Set a threshold dollar amount, or percent increase in line items, which triggers the need to communicate in a timely manner with the BAC.

The BoS recommended that the BAC should get involved in researching contracts that the Town might enter into regarding recycling & ambulance. Are committees a better approach? BAC did not reach conclusions on this recommendation.

To do list proposed by Shawn:

1. Get feedback from Selectboard on BAC goals for 2008.
2. Chair to develop schedule of dept. head interviews.
3. Set goals of research to be done when BAC has full compliment of members.

Review of expenditures & revenue: in 2007, BAC reviewed the expense spreadsheet at the first meeting of the month. BAC needs revenue updates also. Shawn recommended getting spreadsheet info to BAC members to review in advance of meetings.

CIP recommendations: there is a need for more coordination of CIP recommendations with the BAC. Capital Reserve Funds are favored by Ben & Shawn.

Meeting adjourned 8:15 p.m.

Submitted by: Ben Tirey, BAC minute taker