

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

Tuesday January 8, 2019

Town Hall Annex

6:30 PM

Select Board members present: G. Cromwell, B. Ezell, and K. Caisse

Meeting called to order by Cromwell at 6:30 PM

- **Tim Fiske, Road Agent – Budget & Telephone System**

- Fiske said that he thought he was going to over last year's budget by a lot, which is why he drew \$8000 out of the account, but according to the bookkeeper's numbers he only went over by \$1900. He stated that he had not checked last week's payroll yet which he estimated to be around \$3000.
- Cromwell said that on the payroll, Monday was in 2018 and the rest of the week was in 2019. She said that she would look into that budgeting concern.
- Fiske stated that the Highway Department is going through the sand pile and salt extremely quickly. He said that as of January 1, 2019, he has spent \$4000 in repairs (which is in the 2019 budget).
- Fiske asked that the Budget Advisory Committee not cut back on sand, gravel and repairs for 2019. He said that every year that he ends up going over.
- Fiske said that \$25,000 needs to be saved for next year's sand. He said that the rest of the money will get used up quickly for gravel in the spring.
- **Ezell made a motion to adopt the new NASPO phone plan for the Highway Department and drop the current GSA plan. Caisse seconded the motion, all in favor.**
 - The plan (for the cell phones) is less expensive than the current plan and includes unlimited minutes.
- Fiske said that there had been prior discussion regarding paying all land lines for the town under one municipal line item. Caisse said that the lines would be grouped under "municipal building" and paid together. Fiske said that he has one land line in the highway garage and currently he has \$2500 appropriated for phone services, but he doesn't need all of that.
- Fiske said that the Highway Department would be cutting down a row of dying trees, parallel to the road, between the church and post office when weather permits.
- Fiske mentioned that the kitchen stove was left on in the Town Hall and the building was full of propane gas. He discovered that if you bump the knobs on the stove, the gas comes on without igniting so people may not be aware that the gas is leaking. Caisse recommended calling Brennan & MacKay in Milford to see if there is a way that they can make the stove safer. Connie Kieley asked to be kept in the loop on the status of the stove. The Assistant to the Select Board put a notice on the stove in the interim, advising people to make sure that the gas is turned off.

- **Connie Kieley – Warrant for Holiday Lighting**

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- Kieley submitted warrant article in the amount of \$1400 to continue the Holiday Lighting Committee.
 - Kieley reviewed a summary of costs incurred in 2018 as well as a proposed budget for 2019. (see attachment)
 - Kieley asked Caisse if he wanted to be reimbursed for the main electric line and boxes that he contributed. Caisse said no.
 - Kieley reviewed the HLC's recommendations to the Select Board including hiring a "skilled, insured professional to install and remove the lights" and making the HLC a "permanent town committee." (see attachment)
- Cromwell recommended that the HLC Report be put on the town website for residents to read.
- Kieley also submitted a separate proposal to install underground wiring on the common.
 - Caisse made recommendations for revisions to the plan including 220 outlets near the pole side. (see attachments)
 - Fiske said that the wires can't be run parallel to the fence line due to the trees and the roots. Fiske said that the wires may need to come into an underground, waterproof junction box and branch out from there.
 - Caisse said that every event that we have on the common should be considered so that the proposed wiring is easy enough and accessible enough to use.
 - Kieley said that some residents are concerned about ripping up the common and the amount of damage, but Fiske said that it could be easily repaired.
 - Kieley and Cromwell discussed the options for the \$2500 wiring proposal:
 - Submit it as a separate warrant article
 - Put it into a property maintenance line
 - Kieley feels that it should be a warrant article
 - Cromwell asked Caisse to review the wiring on the project.
 - Fiske recommended putting the outlet boxes on 4x4 wooden posts near the granite posts which would make mowing easier and the granite posts would not have to be drilled into.
 - Kieley suggested that Caisse contact Will Wildes regarding the project and then meet with the HLC to discuss details.
 - Caisse asked if labor was included in the cost. Kieley said that Wildes offered his services free of charge.
 - Kieley asked Caisse to talk to Rob Wills who is spearheading the project.
 - The permanent wiring plan will be discussed at the next Select Board Meeting.
- **Permits**
 - The Select Board Signed:
 - Occupancy Permit for Ezell Family Trust
 - Building Permit for Shistik
- **New Website**

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- Ezell said that the new website company is authorized to do the conversion, but he is not sure of the time frame.
- **Appoint Building Inspector**
 - Cromwell said that the Planning Board has been going through the zoning ordinance and discovered that the town presently designates the Code Enforcement Officer incorrectly and wants to change the wording back to "Building Inspector."
 - Cromwell said that in March 2000, Will Wildes was appointed as the Code Enforcement Officer.
 - Ezell said that the Code Enforcement Officer is a different job than the Building Inspector.
 - Cromwell said that Temple's zoning states that the Select Board cannot delegate the enforcement, therefore the town cannot have a Code Enforcement Officer.
 - **Caisse motioned to appoint Will Wildes as the Building Inspector and Brian Kullgren as the Deputy Building Inspector. Ezell seconded the motion, all in favor.**
- **Approval for Town Hall Rental Waivers**
 - Cromwell said that waivers are supposed to be approved in Select Board meetings and inadvertently three waivers were done outside of meeting times.
 - Cromwell requested that those three waivers be recorded in the meeting as being approved by the Select Board: Lion's Club, Temple Girl Scouts and Ambulance Staff.
 - She asked that moving forward waivers be approved during Select Board meetings.
 - Kieley said that "Quasi Municipal Group" refers to a town group that has meetings, but even those types of groups would have to request a waiver for a special event.
- **Fairpoint Settlement**
 - The Select Board received an email from Gary Roberge, CEO and Utility Expert at Avitar regarding the Fairpoint settlement. Cromwell will follow-up with Roberge regarding payment plan options for the proposed settlement of \$55,500.
- **Church Light**
 - The Select Board discussed the reappearance of a church light on town property which had been removed a year ago. Cromwell drafted a letter to the Officers and Trustees of the Church regarding the light which the Assistant to the Select Board will send once the Select Board has signed it.
- **Select Board for the Annual Report**
 - The Select Board reviewed and revised the draft of their report for the annual report.
 - Cromwell asked the Assistant to the Select Board to follow-up with committees about submitting their annual reports.
- **Office Telephone System**
 - No replacement telephone system has been decided upon for the town office.

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- **Postcards for Important Dates**

- Kieley will put a postcard together with important dates like the budget meeting, town meeting, etc. Caisse said that postcards should go out before the February budget meeting.

- **Other Business**

- The Select Board discussed offering STD and LTD insurance to full-time employees. The Assistant to the Select Board will follow-up on getting STD and LTD quotes from Health Trust.
- Cromwell said that she was told by the Health Inspector, Peter Caswell, that there is a septic problem at Temple Cabins. Caswell told Cromwell that he and a state official are handling the issue.
- Cromwell reviewed the proposed budget numbers for the school district:
 - The proposed school district budget is going up by \$840,000.
 - There is a warrant article for \$800,000 to have more school busses so all the schools can start at the same time.
 - The first year teacher contract is \$900,000.
 - They want to add \$625,000 to the trust funds.
 - The proposed cost totals \$3,165,000.
 - There is one petition warrant article in with 130 signatures that asks for a comprehensive analysis of the financial, educational and social effects of closing the school before any action is taken to close it.
 - There is a warrant being submitted directing the school board to analyze a K-6, 7-12 system.
- Caisse stated that old business used to be listed at the top of the Select Board agendas, but that they had gotten away from doing that. Ezell said that moving forward the Select Board can include old business on the agendas.

- **Minutes**

- Ezell said that state requirements for board minutes should be posted on the town website so residents are clear as to what needs to be included.
- **Ezell motioned to revise Andersen's comments to omit personal attacks. Cromwell seconded the motion, all in favor. Cromwell motioned to omit Fisk's comments which were not relevant to the Select Board. Ezell seconded the motion, all in favor. Cromwell motioned to accept the Select Board minutes from 12/18/18 as revised. Ezell seconded the motion, all in favor.**

- **Public Comment**

- Honey Hastings asked to look at the land use change taxes & they were shared with her.
- George Willard asked if the Select Board had received the petition warrant article for the Town Administrative Assistant position. Ezell and Cromwell said yes.

Meeting Adjourned: 8:17 PM. Motioned by Caisse seconded by Ezell, all in favor.

Next Select Board Meeting: Tuesday, January 15, 2019, at 6:30 PM in the Town Hall Annex.

Meeting minutes respectfully submitted by Tara Thomson, Assistant to the Select Board.

Following is a summary of incurred cost in 2018 as well as a proposed budget for 2019:

	Contact	Quantities Purchased	Type	2018 COSTS	2018 Donations	Notes	2019 Proj. COSTS
Lights	Christmasdesigners.com	1. 60 of the 70 light strings 2. 16 of the 100 light strings	2800k Warm White 5 mm Wide Angle Conical LED lights	\$1216.40		Used 10, 70 light strands per tree. Add Elm tree for 2019.	
Evergreen Tree						Used 16, 100 light strands and 3, 70 light strands	
Lights left over						8 - 70 light strands for Elm tree. Possible replacements	\$300 est. \$18.95 per string - without sale and quantity discount.
Evergreen tree	Matt Cabana Donated	Donated					\$140
Permanent installation of evergreen tree stand pipe in common.	Matt Cabana & Town	Pipe donated					
Extension Cords	Amazon	2 - 25' Green Outdoor 1 - 100' Green outdoor 5 - 8' Extra Green cords		\$65.98 Plus 5-8 foot donated			
Main Electric line and boxes	Donated by Ken Caisse					Recommend Permanent installation of line and boxes.	Cost TBD
Installation Hours	Dan Masterson 2 helpers	8 hours		Volunteers		Recommend an insured professional for installation. Possible use of Volunteer assistants.	\$ 450.00
Removal Hours		8 hours (estimate)		Volunteers			\$ 450.00
Timer	Rob Wills			\$25			
Event Refreshments & Entertainment	Mary Scholl	8 Dozen Cookies 3 Gallons of Cider Box of Instant Hot Chocolate		Donated		May need to increase foods Entertainment: See Summary - Coordinate with Phil Lauriat	Donated Most likely no cost
Miscellaneous							\$ 60
Carol leader	Phil Lauriat			Volunteer			Volunteer
Storage Containers	Need 7 @ \$14.95 est. TBD			\$100.00			
Recreation Commission					\$250		
Congregational Church					\$250		
Village Green Committee					\$1,000		
TOTAL Exp.				\$1,382.38			\$1400.00
TOTAL Cash Donations					\$1500		

January 8, 2019

Recommendation to the Select Board:

The Holiday Lighting Committee was charged at Town Meeting with studying the possibility of providing holiday lighting in Temple:

Article 10: To see if the town will vote to establish a committee to study holiday lighting for the town center and report their findings to the town. This will be an unpaid volunteer committee. (Passed)

In order to gain support for monies to be included as a 2019 Warrant Article, this very enthusiastic committee felt it was important to show the Town the potential of the Holiday Spirit. We feel our efforts were well received. In order to make this Holiday Lighting a yearly happening and event we are asking the Select Board include a Warrant Article in the amount of \$1400 in 2019. In subsequent years we strongly recommend an annual line item in the budget to ensure the continuation of Temple's lighting during the holiday season.

While the most generous donations of money allowed us to procure lights etc. in 2018, we anticipate that the amount of donated time is more than we can continue to ask on a yearly basis.

We feel a skilled, insured, professional should be hired to install and remove the lights for safety as well as continuity. His or her assistants would preferably be volunteers. Therefore we recommend:

1. The Committee recommends a 2019 Warrant Article for Holiday Lighting of \$1400 based on the following budget:

Labor (inclusive of paid assistants at a lower rate if volunteers are not available)	- \$900
Cut Tree (if not donated)	- \$140
Lights (new and replacements if necessary)	- \$300
Event Expenses (If not donated) & Miscellaneous	- \$ 60
TOTAL:	\$1400

2. The Committee is also recommending that the Select Board propose a second Warrant Article to fund the installation of permanent wiring and boxes on the Common that would support Holiday Lighting as well as Harvest Festival, Memorial Day, Band Concerts etc., based on the attached budget (see attached).

<u>Permanent wiring and boxes for multiple uses on Common</u>	<u>\$2500</u>
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3. The Holiday Lighting Committee also recommends to the Select Board this committee become a permanent Town committee. All present members are willing to serve.

