

TOWN OF TEMPLE, NEW HAMPSHIRE  
SELECT BOARD  
MINUTES OF PUBLIC MEETING

**November 27th, 2018**  
**Town Hall Annex**

Select Board members present: G. Cromwell, B. Ezell, and K. Caisse  
Meeting called to order by Cromwell at 6:32 PM

**Review of Employee Agreement**

- The employee agreement was reviewed and amended with input from Tim Fiske, Road Agent.
- Section 6-3 Holiday Leave:
  - "And who have worked for the Town for at least ten years" was deleted.
  - Section A.1: "And time and a half for any time actually worked" will be added to the end of this section to reflect this revision approved on 12/28/17.
- Section 6-4 Vacation Leave
  - "Vacation leave must be accrued before taken" was deleted.
  - Section A: "All vacation accrues at the rate of 1/12 of the entitlement per month" was added.
- Section 6-5 Sick Leave Policy
  - "Based on a fiscal year" was deleted.
  - Section E "Upon separation" was deleted.
  - The SB will look into how much disability insurance costs.
- Cromwell made a motion to accept the amendments to the Employee Agreement. Ezell seconded the motion, all in favor. The Assistant to the Select Board will update Employee Agreement in the eManual and the hard copy in the office to reflect the changes.

Cromwell asked Fiske to revise the Road Paving and Sealing Schedule. The Assistant to the Select Board will help him with the revisions.

**Website Agreement**

- Cromwell made a motion to accept the CivicCMS – Services Contract Amendment for the Town website, authorizing Ezell to sign said contract. Caisse seconded the motion, all in favor.
- Payment terms: \$600 paid annually for three years (2019-2021)
- Connie Kieley asked if a calendar is included. Ezell said yes.

**Credit Card Limit**

- Over the past year the Town's credit card purchases totaled \$613.26. The current credit card limit is \$25,000. The SB discussed setting a new credit card limit.
- Ezell motioned to set the Town credit card limit to \$5000. Cromwell seconded the motion, all in favor.

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- Cromwell will contact the bank to get the new credit card limit set.

**Auditor Recommendation on Holiday Lighting Committee**

- The auditor advised that the VGC should handle the money and pay the expenses for the Holiday Lighting Committee (see attachment)

**Addition of Greenfield to Ambulance Group**

- Caisse said that there is an Amendment A and an Amendment B to the contract which he is waiting to receive from Paul Branscombe, Town Administrator of Wilton.
- The effective date of the addition of Greenfield to the Ambulance Group will be January 1, 2019.

**Review of Ambulance Budget Information**

- There will be public meeting to discuss the Ambulance Budget on Tuesday, December 4, 2018 at 6:30 PM in the Town Hall Annex.
- The SB discussed the 7 year lease to buy the ambulance. This is to be discussed further at next week's meeting.

**Other Business**

- Cromwell will attend the Planning Board Meeting on 11/28/18 to offer her personal recommendations on: zoning in regard to junkyards, the 125 square foot rule in regard to building permits and the 25% limit in regard to remodeling/repairing.
- An Intent to Cut Notice was approved.
- Caisse motioned to accept the minutes from 11/13/18 with the following amendments, Ezell seconded the motion, all in favor:
  - Under Fairpoint Case:
    - "sued the town and the litigation has been going on for years" was changed to "has sued a number of towns, including us, regarding the evaluation of poles and conduits and the litigation has been going on for years."
    - "recommended refunding them the back taxes which should come off the 2019 budget" was changed to "suggested that if we had to refund them back taxes it could be a budget item in the future."
  - Under LCHIP:
    - "filed the LCHIP report electronically" was changed to "requested that the LCHIP be sent electronically"

**Public Comment**

- None

**Meeting Adjourned:** 7:35 PM. Motioned by Ezell seconded by Caisse, all in favor.

**Next Public Meeting:** Tuesday, December 4, 2018, at 6:30 PM in the Town Hall Annex.

**Next Select Board Meeting:** Tuesday, December 11, 2018, at 6:30 PM in the Town Hall Annex.  
Meeting minutes respectfully submitted by Tara Thomson, Assistant to the Select Board.



Board Assistant <boardassistant@templeh.org>

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**Fwd: Question for you - Temple**

1 message

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**Gail P. Cromwell** <gpierson@tiac.net>  
To: Board Assistant <boardassistant@templeh.org>

Tue, Nov 27, 2018 at 11:43 AM

Begin forwarded message:

**From:** Jen Reddington <JReddington@MelansonHeath.com>  
**Date:** November 20, 2018 8:33:45 AM EST  
**To:** Gail P.Cromwell <gpierson@tiac.net>  
**Subject:** RE: Question for you - Temple

Hello,

I think that it would be appropriate to put the money in either the village green or the recreation fund and then pay the money out of there. Where the village green is going to have the majority of the donated funds, it might make the most sense for them to handle the expenses and then the rec and the church and send their donations to the village green trustees.

Hope this helps!

Have a great holiday!  
Jen

Jennifer Reddington, CPA  
Melanson Heath

Jreddington@MelansonHeath.com

Nashua NH | Manchester NH | Andover MA | Greenfield MA | Ellsworth ME

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-----Original Message-----

From: Gail P.Cromwell <gpierson@tiac.net>

Sent: Friday, November 16, 2018 2:27 PM

To: Jen Reddington <JReddington@MelansonHeath.com>

Subject: Question for you - Temple

Hi Jen,

Last March the town meeting agreed to a Holiday Lighting Committee to make proposals for the 2019 budget. The Committee has come up with a plan to spend \$1500 this year, however, to do a sample lighting of trees on the town common.

They have raised the \$1500: \$1000 from the Village Green Committee, \$250 from the congregational church, and \$250 from the Recreation Committee.

Using that money they will purchase light strings and extension cords. Everything else is being volunteered. The Select Board told them they could go ahead but the question is how to receive and disburse the funds.

I was told to ask you!

The Recreation Committee has a revolving fund with its checkbook handled by the Town Treasurer. Would it be appropriate to deposit the Village Green and Church money into that fund, and pay out their expenses?

Or maybe the Village green could receive the money, deposit into their trust fund which is handled by the Trustees of TF's, and pay the bills from it?

Both the Rec and Village Green committees see the lighting as part of their missions --beautification/entertainment for the town.

Do you have another idea? Tax deductions are not needed by the donors.

A person such as myself could volunteer to receive and disburse, but that doesn't seem appropriate since this is a town project, even if unfunded this year. We would expect a budget line for next year for this committee.

Please tell us what to do. Thank you!

Gail Cromwell  
Selectman, Town of Temple