

TOWN OF TEMPLE, NEW HAMPSHIRE
BOARD OF SELECTMEN
April 8, 2014
FINAL MINUTES OF PUBLIC MEETING

Board members present: Gail Cromwell, John Kieley, George Willard

Call to order by Cromwell at 5:30 p.m.

Paperwork: Signed vouchers.

Park Theatre: Kevin Hampsey, Peggy Ueda and Mike Grenier met with the Board to make a presentation on the Park Theatre in Jaffrey. An information packet was given to the Board. Hampsey gave a history of the Park Theatre and the efforts to rebuild it. Information was given about the design. It was explained that the hope is to make the theatre available to the entire region, including schools. Hampsey stated that the area schools will be able to use the theatre at little to no cost. The theatre is currently schedule to open in the spring of 2016. The group answered questions about the theatre.

Doug Guy abatement requests and junkyard renewal: It was noted that Doug Guy had been scheduled to meet with the Board at 6:00 pm. The Administrative Assistant informed the Board that a call had been received in the afternoon of 4/8/14 cancelling the meeting. Kieley noted that this was the second meeting that Guy has not shown at to discuss the various abatement requests. The Board discussed the junkyard license renewal. Kieley noted that the Board needs to receive the self audit statement of best management practices, the Fire Chief needs to inspect the junkyard and that several sections of the fence have fallen down. Repair of the fence should be a condition of the renewed license. It was suggested that Guy be sent a letter regarding these three items. The abatement request was reviewed and it was noted that a corrected current use map has not been received. These items will be discussed at the 4/22/14 meeting.

2014 Appointments: Move by Kieley, second by Cromwell to appoint Connie Kieley and Beverly Edwards to the Village Green Committee to March 31, 2016, voted in the unanimous affirmative.

Move by Kieley, second by Cromwell to appoint Katherine Fedorka, Honey Hastings and Felicia Sartell as full members to the Village Green Committee and Anne Lunt as an alternative to the Village Green Committee to March 31, 2017, voted in the unanimous affirmative.

Move by Kieley, second by Cromwell to re-appoint Jennifer Rheaume as Animal Control Officer to March 31, 2017, voted in the unanimous affirmative.

Move by Kieley, second by Cromwell to re-appoint Iphigenia Hatt as Welfare Officer to March 31, 2017, voted in the unanimous affirmative.

Move by Kieley, second by Cromwell to re-appoint Debra Harling as Deputy Welfare Officer to March 31, 2017, voted in the unanimous affirmative.

Move by Kieley, second by Cromwell to re-appoint Allan Oxman as Town Forester to March 31, 2017, voted in the unanimous affirmative.

Move by Kieley, second by Cromwell to re-appoint Beverly Edwards as Wilton Recycling Center Representative to March 31, 2017, voted in the unanimous affirmative.

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Converse Road Bridge: Tim Fiske, Road Agent, met with the Board to discuss information from Dubois & King, the engineers for the Converse Road Bridge project. Fiske informed the Board that he had received a letter from D&K regarding insurance. The Board determined that this information would be sent to Property/Liability Insurance Trust (PLIT) for their review and to determine if additional insurance would be needed.

Fiske and the Board reviewed the contract from D&K for the construction bidding process. Fiske stated that the final bridge design has been received and also sent to the State of NH-DOT. The town has not gotten any information from the DOT on whether they have approved the final design. Kieley will send an email to Nancy Mayville at the DOT informing her that the town has approved the final design. Fiske recommended accepting the bid contract for D&K. Move by Kieley to authorize Cromwell to sign the proposal for the bid phase of the Converse Road Bridge, subject to confirmation by the State of NH-DOT that the State has approved the final design for the bridge submitted by D&K, second by Willard and voted in the unanimous affirmative. Fiske informed the Board that D&K is planning a question and answer meeting for potential bidders on 5/4/14 and that D&K is planning on a bid opening by the Board on 5/20/14.

Minutes: Move by Kieley to approve the 3/25/14 minutes as amended, second by Cromwell and voted in the unanimous affirmative. Willard mentioned that after the 3/25/14 meeting he felt the Board should have a policy that complaints should be made in writing, signed by the complainant and submitted to the office so that all 3 Board members receive information on the complaint before a meeting. Willard did not think someone should call an individual Board member to lodge a complaint and then have one or both of the other Board members acting without information on the complaint. Kieley stated that he agrees in principle but neighbors feel intimidated and may not lodge complaints if they had to sign their names, Cromwell agreed with the statement about intimidation. Willard suggested a written complaint without a signature if intimidation could be an issue.

Website Committee: Website Committee members Sean Radcliffe, Steve McGettigan, Wendy Drouin and Betsy Perry met with the Board to present their recommendation for the town website. Radcliffe gave a brief description on the formation of the committee. Radcliffe informed the Board that the Committee came to a solid decision to recommend using Virtual Town and Schools to help create and host a new website for the town. Cromwell asked if the Committee had determined a format for the website. Drouin stated that a decision was needed from the BOS before going forward with any discussion or decision regarding format. Perry stated that the Committee had investigated and is now bringing their recommendation to the Board. Drouin suggested that Debra Harling, Administrative Assistant, be the administrator for the website as she is the only full time administrative employee. Drouin also recommended that the town pay the additional \$150.00/year for a second website administrator and suggested Betsy Perry, Office Assistant. There was discussion of cost, \$3500.00 set up and \$1500.00 annual fees. There is currently \$1000 in the data processing budget. VT&S could spread the set up fees out over 3 years and the annual cost can be pro-rated from the "going live" date. Cromwell and Kieley thought that the \$8000.00 credit from the 2013 police budget might help offset the cost of the website. Move by Kieley to accept the proposal from Virtual Town & Schools to create a new town website and to pay the initial set up costs and pro-rata annual fees, conditional on VT&S working with the town to transfer 10 years of historical data in the most efficient fashion, second by Cromwell

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and voted in the unanimous affirmative. C. Kieley suggested that the Board contact present volunteer webmaster Rose Lowry regarding this decision. J. Kieley agreed to contact Lowry.

Fairpoint Broadband Expansion: Kieley informed the Board that the Broadband Expansion Committee had met with Fairpoint and reviewed the proposed contract for the broadband expansion approved by warrant article at the town meeting. Fairpoint had requested that they be paid in full prior to the start of the work. The committee had requested a payment schedule, which the Fairpoint representative had said could not be done. The committee then suggested a performance bond from Fairpoint to ensure that the work would be completed and also requested assurance that high-speed internet would be available to all Temple residents. Fairpoint came back to the committee with a payment schedule which would require 1/3 payment upfront, 1/3 at a certain point during the work and 1/3 upon completion. Fairpoint will also guarantee that any house that has a Fairpoint telephone line will have access to a minimum of 3Mbs. The committee is waiting for a new draft of the contract. Kieley asked the Board if they felt the Town Attorney should review the contract. The Board determined that the Attorney did not need to review this contract. Move by Kieley to authorize Kieley to sign the Fairpoint contract for the broadband expansion after Cromwell and Willard have reviewed the newest form of the contract and are comfortable with it, second by Cromwell and voted in the unanimous affirmative.

Miscellaneous: C. Kieley asked about the procedure to process money raised by the VGC into their CRF. There was discussion about an audit trail. The Administrative Assistant will discuss the proper procedure with Melanson, Heath & Co., the town auditors.

The Administrative Assistant informed the Board that AT&T had requested information about the process to change two antennae and add two new antennae on the Temple Mountain cell tower. The A.A. explained that in the past the Board had required a building permit for replacement of antennae and that the applicant apply to the Zoning Board to add equipment on a cell tower. Kieley said he had to abstain as he holds the lease for the cell tower. Move by Willard to require AT&T to follow the same procedure previously established, second by Cromwell and vote Cromwell and Willard in the affirmative, Kieley abstained.

Fire/Rescue: Reviewed the 3/31/14 minutes of the special meeting with the Fire Engineers and Fire Chief. Kieley suggested some wording changes to clarify some statements. Cromwell felt that there was information left out, such as her question regarding the contents of the bags that the EMTs carry and the request for the Fire Department to present a plan for EMT coverage.

Cromwell presented copies of emails she had sent to the Fire Chief, George Clark, and asked that they be included as an addendum to the 4/8/14 meeting minutes. Cromwell then informed the Board that she had reviewed the Fire Department SOGs and called the NHMA. Cromwell spoke to Attorney Sanderson at the NHMA and said she told him about the recent events with the Fire Department and her review of their by-laws, regulation and SOGs. Based upon the information given by Cromwell, Attorney Sanderson thought that the Fire Department Professional Standards Committee may not be legal. After Cromwell told Sanderson that it had been suggested by one of the Fire Engineers that the individual who had been placed on probation not

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attend the 3/31/14 meeting; Sanderson told Cromwell that the Fire Department members are town employees under RSA 98-E:1 in regards to "Freedom of Expression".

The discussion continued on EMT coverage. Kieley stated that he had hoped to speak to Gary Zirpolo, Director for the Wilton Ambulance. Willard said he had spoken to the individual on probation who had said he would serve his 90 day probation. Cromwell stated that the change in the rule regarding the use of personal vehicles had been made before Kieley had contacted Ron O'Keefe at PLIT. Cromwell continued by stating that insurance is not an issue and that O'Keefe had told Kieley that it is typical for EMTs to go directly to the scene in small towns in NH. Copies of the emails from O'Keefe to Kieley and Fire Chief George Clark are attached.

Cromwell provided some information that had been taken from the NH Division of Fire Standards and Training website. Per Cromwell there does not appear to be any information regarding EMTs responding directly to a scene. Cromwell said that it is in the best interest of the town to have EMTs respond directly to the scene and the actions of the Fire Department have put the town residents in jeopardy.

Kieley made a proposal that the Board contact Clark and let him know that they would like to meet with him and Gary Zirpolo, if the Engineers wish to appear as well that would be fine. The purpose of the meeting would be to find a way through the shortage of EMTs who are able to respond to emergencies. Cromwell felt the Board should send a letter to the Fire Department requesting they change the SOG to allow response directly to a scene and ask them to reconsider the probation of the individual to 30 days or 45 days.

Move by Kieley to adjourn, second by Cromwell, and so voted at 8:31 p.m.

Minutes submitted by Debra Harling

~ Next meeting scheduled for Tuesday, April 22, 2014 at 5:30 pm ~