

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

Tuesday, Jan 28, 2020

Town Hall Annex

6:30 PM

Select Board members present: George Willard, Bill Ezell, and Ken Caisse

Meeting called to order by Ezell at 6:30 PM.

- **Public Comment:**

- Christine Robidaux handed in her resignation as Deputy Treasurer. Bill moved to accept, seconded by George. Currently there is no replacement. Christine said she will fill in if need be but prefers to be off the payroll. Christine also mentioned that Jeff McIver from Consolidated Communications would like to attend the Feb 25th select board meeting to talk about broadband. An Email request was sent to the board assistant and he will be added to the agenda.

- **Public Comment:**

- Connie Kieley made a request that the board set up a forum with the municipal association, to come talk to the select board and other committees especially zoning and planning, to talk about the “right to know” law. She said no one understands it and are saying things that are not true. Ezell agreed. Caisse thought we did a review a few years ago, but Connie believes it was 8-10 years ago. She mentioned there is a cost for this, Ezell agreed. Ezell said he will follow up with the municipal association. Connie asked that this item be put on the agenda to track progress.

- **Old Business:**

- *Employee Manual Review:*
 - The board postponed the review of the Financial Procedures manuals. A separate meeting will be scheduled. Ezell mentioned there simply has not been any time to do this review with everything else that is going on this time of year.
- *Marsh Litigation:*
 - Ezell mentioned there is a meeting with the town attorney Thursday and that Marsh has filed a preliminary request to have the town provide all the meeting minutes, etc. regarding the Marsh litigation. ZBA and planning board minutes will also be required.
- *Kullgren Road property auction:*

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

- Ezell said something has happened, not clear what, auction site says the property was sold. Maybe to another mortgage company? Will discuss with town attorney on Thursday.
- *Municipal Building repair:*
 - The board discussed the recommended fixes to the windows, trim, paint, and the door in the back. Caisse said all the window casings need to be replaced due to them being rotted and he noted that if water gets behind them, it will be a much bigger job. Ezell mentioned this will be discussed at the BAC meeting and said it is already in the budget.
- *Purple Heart Community:*
 - Willard presented a proclamation to be signed by the board. Caisse recommended it be put on Temple letterhead first. Caisse motioned to approve, Ezell seconded. Once on letterhead, the form will be signed by the board.
- *Review of cost of Radar traffic control signs:*
 - Sandra Benotti presented a quote of \$6900 for 2 signs. Recommended West Road as being the location for the signs. Ezell recommended this be done by warrant article. Connie mentioned that maybe we could petition the state for signs on the state roads since we are short staffed in the police dept. Sandra thinks we should start small and did not think asking for too many signs would get approved. Ezell said he will write a warrant article.
- **New Business:**
 - *Building Permit Application – The Birchwood Inn:*
 - The Board approved building permits for the Birchwood Inn renovations.
 - *Discuss Direct Deposit and purchases with the Treasurer:*
 - Treasurer Peter Allen requested a desk with locked drawers. He also discussed the benefits and costs involved with making updates to our banking processes such as buying a check scanner which would allow for immediate check deposit and would save him 80 trips to Citizens bank per year. He also recommended offering payroll direct deposit to employees and also discussed updating how the town accepts payment by adding the previously approved credit card option, and the system updates and module which allows the town clerk to accept one check vs. two checks for registrations. He believes making updates and getting up to speed with technology is essential and will be forced by the state at some point.

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

Peter also mentioned he is more effectively investing the town's money and these savings will help offset any additional fees and costs. He also mentioned looking into positive pay which helps alert us of any check fraud. Ezell asked if the BAC were aware of these costs. Peter said he did provide them a few months ago but will send an update. Ezell said he will mention this at the BAC meeting. Ezell said he thinks we can do some of these things for Peter and will get back to him.

- *Discuss Rec Warrant for account changes for accepting donations:*
 - Ezell said there needs to be a warrant article for this. He will ask Dresher on Thursday. Peter mentioned he has analyzed donations and said they cannot go into a revolving fund. The board has to accept all donations and it should go into a trust fund. Caisse asked if it is a revolving fund, Peter said yes, he is the custodian and maintains the fund.
- *Discuss December ACO payroll submitted on 1/15/30, over budget.*
 - Caisse mentioned that the Payroll Jen submitted was late, and also put her payroll over budget. He mentioned it has been late the last 3 years. He said that due to year end, it creates an issue with tax filing deadlines and can create penalties on late payment of taxes. Caisse said Jen needs to get her December paperwork in on time. Caisse said she may need to increase her budget. Jen agreed and explained the increase in calls and activity between 2018 and 2019, and asked how she can increase her budget. Ezell said there is a BAC meeting tomorrow and let's figure out how much to increase it for 2020. Jen mentioned it would be helpful to know the year end cut-off deadlines. Peter mentioned there were others who brought in late invoices this year and recommended email notices be sent out at year end.
- *Complete Facilities usage request form for town meeting.*
 - Board Assistant provided the completed form for board approval.
- *Discuss recommended term suggestions for the Holiday lighting committee:*
 - The recommended 3 names and terms were accepted by the board.
- *Solar Permit Application - McDonnell :*
 - Permit was approved by the board
- *Discussion on the Temple Dem's Town Hall monthly booking request:*

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

- Willard suggested we handle these bookings month to month. Connie commented that the rules for a Quasi municipal group state it is ok if the group is only meeting with their board heads. Caisse said we need to make sure there are no other conflicts on those dates. Ezell said we just need to make sure if a public event, they need to go to the board first.
- *Review of 2020 Budget:*
 - Board agreed to defer until after the budget meeting tomorrow night.
- *Review of Bev Edwards request for Eversource electric bills*
 - Caisse described Bev's request that individual bills (by building), be emailed directly to her since she is on the renewable energy task force. This request was made by the board assistant and Eversource will comply with sending the copies. Ezell and Caisse said to make sure Eversource understands it's a copy only, not the original bills.
- *Review and approve solar tax exemption for Collette Trustee:*
 - Application and Avitar recommendation were reviewed and signed by the board.
- *Review and approve abatement application for Collette West Rd:*
 - Board reviewed Avitar's recommendation on the abatement which was denied due to late filing.
- *Review and approve LUCT recommendation for Mary Nutting trust and Jerald Mayer:*
 - Board reviewed paperwork and recommendation and signed documents.
- *Discuss Board assistants upcoming vacation days:*
 - Board discussed assistants 3 days off in February (10, 11 & 12), and the Board meeting on the 11th which is also Election Day. Board decided to postpone BOS meeting and rescheduled for the next night the 12th. Caisse asked that the agenda be done beforehand. Caisse mentioned Julie the Bookkeeper can take the minutes for that meeting.
- *Discuss outdated Elderly Exemption amounts:*
 - Ezell said the amounts have not been changed in many years. They need to be re-evaluated. Caisse said we should look into the Veterans exemption as well. Ezell agreed. Ezell said he will talk to Elizabeth and

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

will review the amounts and see what the state recommends. This may need to be a warrant article. Will compare with other towns and review next meeting.

○ *Committee reports:*

- CIP committee – Willard reported the CIP budget amounts for the paving project, asphalt, highway and fire dept. Willard also read the results of the SAC meeting on Jan 23rd. in which they received the proposed budget of a 2.23% increase over last years budget. Reminding us that this is NOT the final budget. It was also mentioned they have been unable to fill many positions and are still in need of a qualified accountant. The next meeting is set for Feb 20th.
- ZBA - Ezell reported there was one case heard, an approval of a variance on a solar panel installment.
- Recycling – Caisse reported the Wilton recycling budget is up 22% mostly for safety improvements and facility updates. Caisse also mentioned a proposed change to hours of operation at the facility
- Caisse reported the Ambulance association has an increase in service and decrease in budget. They will have 3 people instead of 2. A decrease in mutual aid calls is expected and they are removing a truck from the revolving fund.

○ *Minutes, SB Meeting Jan. 14th 2020:*

- Minutes accepted as amended.

○ *Vouchers:*

- Select board circulated vouchers for signature.

○ *Other Business:*

- Ezell mentioned adding a dedication page in the town report for Tim Fiske. Caisse said we should also add a page for Sgt. David H. Quinn.
- The board discussed the proposed warrant articles and will discuss them with Dresher.

8:39 pm., BE motion to adjourn and KC second, all in favor.

Next Select Board Meeting: Wednesday, Feb 12, 2020, at 6:30 PM in the Town Hall Annex.

Meeting minutes respectfully submitted by Carole Singelais, Assistant to the Select Board.