

TOWN OF TEMPLE, NEW HAMPSHIRE
BOARD OF SELECTMEN
JULY 5, 2017
MINUTES OF PUBLIC MEETING

Board members present: Ken Caisse, Gail Cromwell, Bill Ezell
Cromwell stated she would be recording the meeting.

Call to order by Ezell at 5:06 p.m.

Prior Minutes: 6/27/17 minutes – Move by Ezell to approve the 6/27/17 minutes as amended, second by Caisse and voted in the affirmative.

6/29/17 minutes – Move by Caisse to approve the 6/29/17 minutes as amended, second by Ezell and voted in the affirmative.

Transition Planning: Ezell informed the Board that he had contacted Municipal Resources (MRI). MRI suggested that their travelling CPA could come in one day per week at a cost of \$95.00/hour plus half-rate and mileage from Laconia. They could also remotely access software, that rate was not available until they know what software is used and how they can access it. Cromwell informed the Board that she has spoken to the Town of Peterborough Bookkeeper who may be willing to do the bookkeeping if she could come in at night. Elizabeth Humphrey may also be interested. Cromwell want to contact Charlie Mosher of Mason to find out how they do their bookkeeping.

Cromwell has spoken to Ed Holz, the town's IT person, Holz has system log-ins only. Specific log-in for other programs would need to be obtained through the software vendors. Cromwell has spoken to Mark Stetson of Avitar, who informed her of the requirements to obtain a log-in for the Avitar Assessing program.

Cromwell stated that Melanson Heath has recommend a six month audit.

The town can put a free ad on the NHMA website. Caisse asked about advertising in the Ledger/Transcript. Cromwell suggested a part-time bookkeeper, a part-time office person, and a "webmaster". Caisse expressed concern about replacing a full-time person and a part-time person with all part-time people. Deb Harling offered to do the bookkeeping through her company at \$80.00/hour until someone was hired.

Discussion about determining what is actually needed. There was a suggestion to put up a notice on the website and at the office about contacting the Board members until someone is hired for the office. Ezell will write up a notice and email it to the Board for review.

Earned Time Payout: Review of Ms. Harling's earned time pay-out. Ezell had a question regarding tax implications. Ezell will contact the auditors before payroll checks are run.

Public Comment: Jeanne Whitcomb, Tax Collector, asked if the Board is planning on changing software. Ezell informed her that there would be no change in software at this time, but it may be looked at for 2018.

George Willard made a statement about being disappointed in the way the Board has handled matters.

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Honey Hastings thanked the Board for the manner in which they are handling the present situation.

Motion to adjourn at 6:01 pm by Caisse, second by Ezell and voted in the affirmative.

Submitted by Debra Harling

DRAFT