

TOWN OF TEMPLE, NEW HAMPSHIRE
BOARD OF SELECTMEN
September 9, 2014
FINAL MINUTES OF PUBLIC MEETING

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

Call to order by Cromwell at 5:31 p.m.

Paperwork: Signed intent to cut for Voglino, M 05 L 074-9.

Signed audit representation letter to Melanson Heath.

Signed E911 dispatch confirmation letter.

Reviewed and signed vouchers.

Mazza Trailers: Discussion about the driveway from two of the Mazza trailers onto Josiah Lane. Cromwell spoke to Tim Fiske, Road Agent. Fiske does not remember anyone asking permission to construct a driveway over to Josiah Lane, but did inform Cromwell that the barway through the stone wall had existed before the driveway was installed. Cromwell suggested asking Attorney Drescher to include the requirement for a driveway plan in the letter he is composing to the Mazzas.

Minutes: Move by Kieley to approve the 8/26/14 minutes as amended, second by Willard and voted in the unanimous affirmative.

Fire Department: The Board reviewed a draft letter to the Fire Department, Kieley suggested some changes which will be added and the Board will review the letter again. There was discussion about the relationship between the Fire Department and the Fire Department Auxiliary. Cromwell said she thinks there is an issue between the number of Firefighters on the roster and the number who actually respond to calls. Willard stated that he does not think the Board should be requiring the Fire Department to use their Association funds to help pay for the airpacks. Both Cromwell and Kieley said that they are requesting the Fire Department consider donating some of the funds to help cover the cost of the airpacks.

Update on the status of AEDs – Ken Patria, Rescue Squad Captain, looked at the AEDs that the Board had been told needed to be replaced. The AED on the Rescue Truck was also looked at by Gary Zirpolo, Director of the Wilton Ambulance. This AED does not need replacement, new pads have been ordered for it. The AED in the Municipal Building needs 10 three volt batteries and new pads. The Board approved purchase of these items. Patria will speak to Fire Chief Clark about re-positioning an AED to the Town Hall. The Board approved the purchase of items to mount and AED in the Town Hall.

Capital Improvements Committee: C. Kieley asked the Board to make appointments to the CIP Committee, subject to receipt of recommendations from the CIP Committee. Move by J. Kieley to re-appoint Connie Kieley to the CIP Committee for a term of three years ending March 31, 2017, second by Willard and voted in the unanimous affirmative.

Move by J. Kieley to appoint Gary Scholl to the CIP Committee for a term of three years ending March 31, 2017, second by Cromwell and voted in the unanimous affirmative.

The Board will meet with the CIP Committee on October 6, 2014. The A.A. informed the Board that a quote from Ed Holz for new computers should be available by that date. There was discussion of other items that

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may need to be discussed, such as painting the front exterior of the Municipal Building, restoring the columns on the front of the Municipal Building, repairing the tile floor in the entryway at the Municipal Building. J. Kieley confirmed that the copier has been put into the CIP plan for a future date.

J. Kieley suggested having Steve Harling and/or Ben Blood look at the columns for the front of the Municipal Building and submit suggestions for repair and/or replacement.

Employee Manual (Handbook): Kieley has been working on re-writing the employee handbook. Kieley has obtained a copy of the Peterborough manual and is re-wording for Temple. The vacation, sick time and insurance information from the current Temple manual have been incorporated. Kieley requested that the Board review the new manual. Only full-time employees would be subject to fringe benefits and time off, all others would be subject to policies such as harassment and fraud. Kieley asked the Board to think about whether the Road Agent should have the authority to discipline or whether that should stay with the Board of Selectmen. Cromwell stated that she did not think any department should have the authority to issue suspensions. The A.A. will check the RSAs regarding the Library Employees, they may be under the authority of the Library Trustees.

Miscellaneous: Reviewed the timber tax warrant for Holt. The Board requested that Allan Oxman review the tax amount before the warrant is signed. The warrant was done with the numbers supplied by the State of NH-DRA.

Reviewed the timeline constructed by Betsy Perry regarding the Elizabeth Roseland, LLC property on RT 101. A plan for a minor subdivision had been conditionally approved by the Planning Board, however, the conditions were never met and the PB never gave a final approval and did not record the plan at the Hillsborough County Registry of Deeds. The property is being marketed for sale as two lots. The Board will send a letter to Elizabeth Roseland, LLC informing them that they are in violation of the Temple Subdivision regulations which do not allow lots in unapproved subdivisions to be marketed or sold.

Kieley mentioned that Wendy Davis is also advertising lots for sale without benefit of an approved subdivision. Davis was sent a letter in 2011 regarding this issue. The Board will send a letter to Wendy Davis and reference the original letter.

The Administrative Assistant requested approval to attend an employment and labor law workshop sponsored by Sheehan, Phinney, Bass & Green. Move by Kieley to approve the Public Sector Labor & Employment Law update, second by Willard and voted in the unanimous affirmative.

The Board received the 2013 audit recommendations from Melanson Heath.

The Board reviewed and approved the 1st payment request from Cold River Bridges for work at the Converse Road Bridge. Willard will check on the status of the work at the bridge. There was discussion about removing the "office trailer" from the work list, Kieley will contact Cold River regarding this item.

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The Board was informed that Fairpoint has filed an appeal in Superior Court regarding the 2013 abatement application. This information will be forwarded to Attorney Drescher.

The A.A. informed the Board that the Animal Control Officer has an ongoing issue regarding two horses that have been removed from the owner. There are some costs associated with this removal. The Board requested that the A.A. contact the ACO regarding the approximate costs.

The A.A. asked the Board about the payment of health insurance co-payments that are from 2012 and 2013. The Board thought they are too far out of date but requested amounts. Kieley will add a sentence to the new employee manual stating that all health insurance deductible/co-payment reimbursement requests be made by January 31 of the subsequent year.

Move by Willard to adjourn, second by Cromwell, and so voted at 7:05 p.m.

Minutes submitted by Debra Harling

~ Next meeting scheduled for Tuesday, September 23, 2014 at 5:30 pm ~