

TOWN OF TEMPLE, NEW HAMPSHIRE

SELECT BOARD

MINUTES OF PUBLIC MEETING

Tuesday, Sept. 10, 2019

Town Hall Annex

6:30 PM

Select Board members present: G. Willard, B. Ezell, and K. Caisse

Meeting called to order by Ezell at 6:30 PM

- **Public Comment**

- **Connie Kieley asked whether the Board is making any plans for an event to honor retired Road Agent Tim Fiske, who she said deserves accolades. Ezell said nothing has been done yet. Caisse said previous efforts had come to nil. Kieley suggested something similar to the party for retired highway employee Bruce Fox, when the town had done a slide show of him and hosted a 2-4 p.m. event on a Sunday afternoon several years ago. Clifton-Waite offered to serve as a central repository for the efforts and reach out to Road Agent Kent Perry and his assistant, Betsy Perry. Sherry Fiske suggested she first ask Tim if he would welcome such a tribute party.**
- **Town Treasurer Peter Allen asked the Board whether there had been any response by the Marshes to the town's lawsuit against them over their collection of machines on their West Road property. Ezell said the Hillsborough County Superior Court had actually that day accepted a filing from defendant John Jackson-Marsh and had filed an appearance and asked the court for a 30-day extension to answer the town's complaint due to an inability to find an attorney. Ezell said the court electronic filings result in emails to the other party, in this case the town. Ezell said town attorney William Drescher had recommended the Board assent to the extension, since it would likely be granted and any opposition would simply anger the judge.**
- **Heidi Jordan commented about the agenda item involving the Village Green Committee and the Town Common. She thanked the committee for their work and for bringing the tree issue to the Board. But she asked that any decision on tree removal be put to a vote of the Town Meeting.**
- **Christine Robidoux asked about the ConVal School Board's Selectman Advisory Committee's work on the broadband issue. Ezell asked her to save her comment until later in the meeting when that item would be addressed under Board committee reports.**

- **Old Business**

- **Tree Cutting – Hadley Highway**

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- **Board noted past news from Caisse that Road Agent Kent Perry had solicited a \$1,800 bid to remove trees on town land adjacent to Richard and Sandra Benotti's 82 Hadley Highway property and that it is being reviewed by Perry.**
- Tree Cutting – North Cemetery
 - **Caisse said there is no update and that the work obtaining a bid remains underway.**
- Employee Manual
 - **Board noted that they had scheduled a work session on the topic for Tuesday, Oct. 1 at 6:30 p.m. in the Annex. Ezell said the meeting will be public, but no public comment will be taken.**
- National Flood Insurance Program Application
 - **Clifton-Waite said he continued to await feedback from certain town volunteers about his list on properties from his review of a 1977 floodplain map showing these as either in or contiguous to floodplains in three areas of town. Clifton-Waite said he had spoken with Planning Board Chair Allan Pickman, who had suggested he could remove the Spofford Gap floodplain area from the application since the area is really a ravine. Ezell said he wasn't sure that this should be done. Ezell explained to the audience that the application is being prepared so residents could apply for flood insurance and that there is no cost for the town to make the application; however, residents would not be required to apply for flood insurance. Caisse asked Clifton-Waite to complete the draft and present at the next meeting for review.**
- New phone system for Municipal Building
 - **Ezell reported that he had distributed to municipal building personnel a phone manual for a proposed out-of-the-box, upgraded phone system for the office. He will meet with personnel within the next week or so to discuss their thoughts on the system and their needs.**
- Cemetery Funding Review
 - **Caisse said the Budget Advisory Committee had discussed the idea of creating a revolving fund account for the cemetery trustees. He said Road Agent Kent Perry wants the Board to be in charge of expenditures paid for by the account, largely for ease of access. Caisse said the Budget Advisory Committee would meet again on Sept. 25 to discuss the idea. Treasurer Peter Allen said there are two New Hampshire statutes that cover revolving spending accounts and one is not allowed for cemetery funds. Ezell said the Budget Advisory Committee**

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would need to consider this news. Board discussed town officials contacting the New Hampshire Municipal Association.

- Kullgren Road
 - Board revisited the idea of sending the mortgage holder for the 69 Kullgren Road Travis Woodbury property another Notice of Violation (NOV) since town attorney William Drescher had advised against sending the NOV to the bank ahead of the public foreclosure auction scheduled for Oct. 2. Drescher had said the NOV letter might prompt the bank to cancel the auction and walk away from ownership of the property. Board agreed to defer to Drescher's recommendation. Ezell and Willard said they would likely attend the auction as representatives of the town.
- Approval of new financial forms
 - Board announced that the newly developed forms are being reviewed by town auditors at MelansonHeath. Ezell explained that the Board is revising the forms for improved efficiencies with review of payroll and vendor accounts with consolidated summaries that the Board can sign. He said other towns already do the same.
- **New Business**
 - Glen Nutting request for revised tax card acreage
 - Ezell said the Board had received a request from Glen Nutting to correct the acreage on the tax cards for the Mansfield Road parcels (M5A L109 and M7B L26) that the town states are 11.75 acres and that Nutting claims is actually 14 acres per the property deed for the two parcels. Ezell said Avitar Associates had advised that towns don't typically revise acreage without a survey provided by the owners, in this case the Mary L. Nutting Revocable Trust. Ezell noted that property deeds often state the acreage is "more or less" the amount stated, since deeds can be inaccurate. Nutting appeared later in the meeting and said that the town had previously reported in town reports up until sometime in the early 1970s that the acreage is 14 acres. He said the family is looking to sell the 4 acre parcel and avoid a Current Use penalty by falling below the 10 acre minimum for Current Use on the parcels. The Board said they would look into the town records further.
 - Municipal Building repairs
 - Caisse said he had reviewed the Municipal Building recently and recommended that the town budget for 2020 repairs since there is rot around the windows. He believed the problems stemmed from using finger-jointed, pre-primed wood and poor caulking. He said the wood would also need to be

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scrapped in places. He said bids would be needed since the work is likely to cost more than \$5,000, which would involve going through the CIP and BAC process for a warrant article.

- Appointments to the Temple Community Planning Committee
 - Board noted that they had received from Temple Community Planning Committee Chair Christine Robidoux an email communications from interested resident William Torphy. Willard motioned to appoint Torphy to the Temple Community Planning Committee, Caisse second, all in favor.

- Recreation Commission trust fund creation
 - Treasurer Peter Allen addressed the Board about having discovered an error in the language creating the revolving trust fund for the recreation commission. He had spoken with the NH Dept. of Revenue Administration and a fix can be made by the Board with a vote to amend the town vote language. The recreation commission cannot actually accept donations until the language is amended by the Board. Revolving funds are fee-based and user fees would be placed into the account. Clifton-Waite said he would speak with the NH Municipal Association about the preferred language for the amendment the Board would adopt. Sherry Fiske said the trust fund could look identical to the Village Green Committee trust fund established around 2012. Allen said that the recreation commission trust fund would like to access both the principal and interest of such an account, which the committee trust fund does not allow.

- Town payroll check date change and direct deposit
 - Treasurer Peter Allen explained the idea of changing to bi-weekly payroll and instituting direct deposit for employees. He said only one current employee opposes the idea. He said he would like the Board to authorize the town to start using direct deposit and start using it by mid-October. He will confirm the cost of change using Citizens Bank. He said the benefits include immediate access to pay and avoidance of employees running to the bank to make deposits. He said the town has between \$12,000 and \$15,000 a month in payroll. Ezell asked about the objections voiced to the idea by the town's accountant and bookkeeper, which Allen said could be addressed. He said with or without direct deposit, the final paycheck of the year will be paid in 2020. Allen said he is advocating the change as a benefit for the town. Willard and Caisse questioned the benefits with a bi-weekly payroll. Ezell said he would like more input from the auditors and accountant. No decision will be made until the Board has all the information it needs on cost and practicalities. Ezell noted that the auditors are returning on Oct. 16 to speak

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with the Board and Budget Advisory Committee about their Fiscal Year 2018 audit report.

- Raffle Sales Permits
 - **The Board reviewed raffle permit applications from the Monadnock Rod and Gun Club, Inc., the Souhegan Lions Club, and Live Free and Ski, Inc. (local 501(c)(3)) to sell raffle tickets at their December 9 event, for the Peanut Butter Chip Chase on Jan. 1, 2020, and the Sept. 22 Temple Harvest Festival, respectively. Ezell motioned to approve the three applications, Willard second, Ezell and Willard in favor with Caisse abstaining due to his membership in the Monadnock Rod and Gun Club.**
 - **Village Green Committee member Connie Kieley told the Board that the Village Green Committee is planning on holding a raffle at the Harvest Festival, but had not yet prepared an application. The Board directed Clifton-Waite to send her the application after the meeting. Caisse motioned to accept the application and waive the 30-day in-advance requirement for submission, Ezell second, all in favor. The Board will sign the application once the paperwork is submitted.**
- Waiver of Town Hall Rental Fee
 - **Caisse explained that the Monadnock Rod and Gun Club, Inc., a 501(c)(3), would like to use the Town Hall on Dec. 9 from 6-9 p.m. for a club event, has submitted a rental application, and would ask the Board to waive the rental fee. The club will submit a cleaning deposit. Willard motioned to waive the rental fee, Ezell second, Ezell and Willard voting in favor with Caisse abstaining.**
- Reposting of Temple Newsletter items on Town Website
 - **Board discussed whether to ask the town webmaster to post items in the Temple Newsletter in the website's News items and in the calendar. Discussion of whether the additional items would clutter the town website. Clifton-Waite explained that the website has the capability of hosting more than one calendar. Discussion of procedures for identifying items for calendar and News section. Board will invite the Newsletter organizers to identify and request certain items be placed on the website calendar and in News and avoid simple duplication of the Newsletter. Board directed Clifton-Waite and the webmaster to use as guidelines that the news and any event/date links be associated with town committees or town organizations and write-ups of specific events. The Board will watch through Jan. 1 to see how this works. The Board directed use of a second calendar for town hall rentals.**

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- Temple Town Hall Advisory Committee re: report from LCHIP visit
 - **Temple Town Hall Advisory Committee Chair Connie Kieley told the Board that committee members Ron Pulos and Dick Benotti had met with a Land and Community Heritage Investment Program (LCHIP) representative and that LCHIP had submitted a report about the visit, since the building continues under a stewardship agreement with LCHIP in wake of a grant for the building. The LCHIP intern had commended the committee on the beauty of the building and its good maintenance. Kieley asked for the LCHIP report to be attached to the minutes. Caisse said the committee should be thanked for all its hard work.**

- Village Green Committee re: Town Common trees
 - **Village Green Committee member Carol Mamczak presented the Board with a recommendation and request to have three struggling trees removed from the west side of the Town Common on Route 45 after a consultation with a tree care professionals. Two trees are in immediate question and the third is also in decline. The committee would like to replace the trees with Princeton Elms. Discussion of town liability, the historic nature of the trees, project cost and timing. Mamczak said the highway department would be used to remove the two smaller trees in spring of 2020. A portion of the replacement costs would be covered by the 250th anniversary fund and Village Green Committee fundraising would be used to cover the rest. Caisse wondered if the trees might need to come down before the Harvest Festival for liability reasons. The Board members will review the trees ahead of the Sept. 24 meeting at which time the topic will be revisited. Willard said he favored a vote on the tree removal at Town Meeting.**

- SchoolCare employer/employee representative
 - **Board discussed a letter from town insurance carrier SchoolCare that notified the town of their eligibility to appoint both an employer and an employee representative to their membership council ahead of their Nov. 5 meeting of the NH School Health Care Coalition. Board asked Clifton-Waite to communicate to Road Agent Kent Perry that the highway department could consider naming an employee representative if they are interested, since the highway department employees are the only covered town employees.**

- Committee Reports
 - **Willard reported that the ConVal School Board's Selectmen's Advisory Committee will hold a public forum about broadband access for the area on Sept. 18 at the Lucy Hurlin Theater at ConVal High School.**

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- Ezell reported that Christine Robidoux of the Temple Community Planning Committee had attended a recent Planning Board meeting and had made a presentation. He invited her to speak. Robidoux addressed the Board about the potential use of grants and loans to access funds to bring additional broadband access to the area. She said an additional round will occur next May and July. Ezell said the only other Planning Board business had been a lot line adjustment for Jeanne Whitcomb.
- Caisse said the Budget Advisory Committee has set a schedule for the fall and will start meeting later this month. He said there is an ongoing discussion about possibly breaking down highway labor costs by role.
- Minutes
 - Board discussed the August 27 minutes. Caisse motioned to accept the minutes from the August 27 Board meeting as amended, Willard second, all in favor.
- Other Business
 - Municipal Building
 - Clifton-Waite reported that House By The Side of the Road had offered to donate a seasonal planting for the municipal building if the town could provide the planters. He has been in discussions with the Village Green Committee about the possible donation of planters. Caisse said he would like to see some additional landscaping maintenance done at both the Municipal Building and on the east slope of the Town Common. Connie Kieley said the committee had been discussing town landscaping and that it might be time for the town to step in and take care of some areas now handled by the aging membership of the committee. Ezell agreed that there might need to be a budget item for grounds work.
 - Building permit application
 - Board reviewed the application from the Camilla C. Lockwood Revocable Trust for a 288 square foot shed at 56 Perkins Lane. Board directed Clifton-Waite to collect the minimum \$50 fee for the application. Board signed the application pending receipt of the additional \$21.20 in fees.
 - Vouchers
 - Board circulated vouchers for signature.

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Meeting Adjourned: 8:27 PM. Motioned by Caisse, Ezell second, all in favor.

Next Select Board Meeting: Tuesday, September 24, 2019, at 6:30 PM in the Town Hall Annex.
Meeting minutes respectfully submitted by Paul Clifton-Waite, Assistant to the Select Board.