

# ASHLAND HERITAGE COMMISSION

## SEPTEMBER 12, 2017

Members present: MacLeod, Maher, DeWolfe, Ruell, Newton (selectman alternate)

Others present: F. Wendelboe, D. Perdue, K. Randlett, R. Morrill, K. Hughes

The meeting was called to order at 4 p.m. in the Fire Station.

Minutes, It was voted, on a motion by DeWolfe, seconded by Maher, to approve the minutes of April 8.

Finances. On the Fourth of July accounts, Maher said that Chesley, the principal vendor, was expected to pay soon. The advertisers who have not yet paid are dependable and have always paid in the past. All the Fourth of July bills have been paid. After the outstanding payments are received, the Fourth of July account balance will be \$26,676.24. The costs of Appreciation Day will be around \$50. (The Town paid for the materials, save for the soil purchased by MacLeod.) MacLeod suggested that the Town budget should have a line to cover the expenses of the Town Hall garden and other such small Town owned spots. Maher explained the financial process for Fourth of July expenses. MacLeod later stated that she had submitted the Commission's 2018 budget, and that she had requested that any operating funds left over at the end of the year be placed in the Heritage Fund.

Barn Survey. All showed up for the survey of the Sharps barn, only to find that the Sharps were away on vacation. But, they did get to tour the barn near the Sharps home. MacLeod consulted the NH Municipal Association about whether the barn surveys constitute public Commission meetings. She was advised that they did, so they should be posted and open to the public, which could be a problem for the property owners. The advice was that no more than two commissioners should take part in any barn survey, but Frank Stevens and any other volunteers could participate as they wish. A schedule

will have to be worked out for the barn visits, so that only two commissioners attend each one. A return visit will be made to the Sharps barn.

Squamstock. Maher noted that the logo and the poster had been developed. Hughes said that the 150<sup>th</sup> Celebration Committee asked that the event be scheduled after their celebration in July.

Fourth of July. Wendelboe asked about the sharing of Fourth of July parking fees with AARA. Maher explained that the AARA used to keep all the money from the parking fees, then began sharing them with the Fourth of July Committee. But this year, it was decided that AARA should keep the fees, in case the Fourth of July Committee did not continue for lack of volunteers. Morrill noted that signs said the parking fees would support the Fourth of July and that the parking volunteers did not know about the change. It was pointed out that the AARA enabled the Fourth of July event to continue by providing liability coverage for three years. AARA will not handle parking at the Fourth of July again.

Wendelboe said that the Town Administrator said that funds raised for the Fourth of July were non-lapsing in any case. MacLeod responded that that was not the opinion of the two previous town administrators who felt that Fourth of July funds given to the Town would become part of the general fund surplus at the end of the year. The Fourth of July Committee was placed under the Heritage Commission so that its members were protected by Town liability insurance and its funds protected by the non-lapsing Heritage Fund. Otherwise, a town meeting vote would be needed to create a non-lapsing fund for the Fourth of July moneys. Newton agreed that a warrant article would be needed to create such a non-lapsing fund.

The procedure for spending money was explained. The Heritage Fund money is kept in a money market account. The Fourth of July Committee will make a budget. (MacLeod later stated that the Commission does not have to “approve” the budget.) The major concern of the Commission with that budget is that it not exceed the available funds. When a check is requested, a commissioner may approve the payment if its purpose is in the budget. The

request then goes to the Town Treasurer, who moves money from the Heritage Fund to the Town general fund, and then writes the check from that general fund. MacLeod stated that the Commission does not want to micro-manage the Fourth of July. Maher later said that check requests for Fourth of July expenses would be paid promptly.

Maher said that the event has cost about \$18,000 in recent years and outlined the various means of raising those funds. About \$20,000 was raised this year. She noted that advertising revenues appear to be dwindling. Most of the money, save for the ads, is raised in the 3 to 4 day holiday period. Maher later explained that about 15 checks are written each year for the event.

Wendelboe asked about an inquiry made on whether non-residents can serve on or chair a town committee. It was explained that the inquiry was made to be sure that such appointments were legal.

If the Fourth of July Committee became an independent committee under the selectmen, it will have to follow a similar financial procedure with the selectmen approving the bills. In that event, the Commission will want to transfer the Fourth of July funds to a secure non-lapsing fund to be sure that they will be used for their intended purpose.

There was discussion of the role of the Heritage Commission as outlined in state law. There was also discussion about the parking fees for the 2017 event being collected for the sole use of the AARA.

Wendelboe said that the Fourth of July Committee will operate under the Heritage Commission until a separate committee is established by the Board of Selectmen.

The distribution and handling of minutes from the Fourth of July Committee meetings were reviewed. There was discussion of the Fourth of July Committee's vote to transfer the Fourth of July funds to the Heritage Fund general fund if the Committee dissolved. It was explained that most of the Committee members were retiring and it did not appear that enough people would volunteer to continue the holiday event. Maher expressed her concern about the implication that past members of the Fourth of July Committee

somehow tried to divert the funds raised for the Fourth of July to other purposes. She said that those members had done their best for years to raise the funds for the event and to keep the Fourth of July celebration going.

It was voted on a motion by DeWolfe, seconded by Ruell, to accept the resignations of Glenn Dion, Katie Maher, Kathy Jaquith, and Amanda Loud from the Fourth of July Committee. It was voted on a motion by DeWolfe, seconded by Ruell, to appoint Lynne Uhlman, Stephen Uhlman, Phylliss Reitsma, Caroline Gosse, Katrina Randlett, Rebecca Morrill, David Ruell, Deb Perdue, Harold Lamos, Kendall Hughes, John Harville, Sue Harville, Fran Wendelboe, Sarah Guyotte and Jen Hackett to the Fourth of July Committee. It was explained that other volunteers for the event should fill out a volunteer form, so that they will be covered by the Town's liability insurance. There was a discussion of fireworks companies and their insurance. What constituted a quorum of the Fourth of July committee was also discussed. It was pointed out the Fourth of July Committee can define a quorum in its bylaws.

Banner. The Commission reviewed the paper banner created by Maher, and decided on changes for a more permanent banner for the Commission. On a motion by DeWolfe, seconded by Maher, it was voted to approve the design as revised, and to have JD Printing make a banner.

LCHIP Grant. MacLeod is working on a grant application to the Meredith Village Savings Bank Foundation for funds to match the LCHIP grant for the Town Hall Study, and will send a draft to the Commissioners. Maher suggested that a dialogue on the public buildings owned by the Town would be useful to arouse interest in the future of the Town Hall and other town owned buildings. The consensus was to hold a public hearing on the town owned buildings in late January.

On a motion by Ruell, seconded by DeWolfe, it was voted to adjourn at 6:15 p.m.