ASHLAND BOARD OF SELECTMEN MEETING MINUTES
WORK SESSION
TUESDAY, FEBRUARY 20, 2018
ASHLAND ELEMENTARY SCHOOL LIBRARY
6:30 PM

PLEDGE OF ALLEGIANCE

CALL TO ORDER
Chairman Newton called the meeting to order at 6:30 PM with a roll call. Chairman Frances Newton, Selectmen Leigh Sharps, Casey Barney, and Vice Chairman Harold Lamos, present. Others present: Town Administrator Charles Smith and Administrative Assistant Wendy Smith.

Chair Newton reflected on the recent school shooting in Parkland, Florida with a moment of silence.

PUBLIC HEARING
Chair Newton opened the Public Hearing on Petition Article 25 to rescind RSA 40:13 (SB2) at 6:33 PM. Chair Newton opened up comments to the Board. There were none as the Board has already voted on this article. Chair Newton opened up comments to the public. Kathleen DeWolfe felt this article is problematic due to a lack of volunteering interest in the moderator position which is very important in a Town Meeting situation. She also prefers the privacy of a voting booth. Joe Mazzone asked what the difference between the two options are. Chair Newton and Selectman Sharps explained that if SB2 is rescinded there would be a Town Meeting instead of a Deliberative Session. Voting on articles would occur at the Town Meeting instead of by ballot. Voting for officers would still take place by ballot voting. Pat Mazzone brought up that in a non-SB2 town a person wouldn’t be able to vote on issues with an absentee ballot. There being no further comments, Chair Newton closed the Public Hearing on Petition Article 25 at 6:37 PM.

Chair Newton opened the Public Hearing on Petition Article 26 to adopt RSA 40:14-b, delegation of default budget to Budget Committee at 6:37 PM. Chair Newton opened up comments to the Board and the public. Chair Newton explained the budget review process and how the default budget works. Ginger Grant asked why the default budget shouldn’t go to the Budget Committee. Chair Newton said her opinion is that the Board of Selectmen work directly with the Department Heads and therefore have a better handle on the needs of the town. Vice Chair Lamos said that as the Selectboard liaison to the Budget Committee, a problem with this article is the Budget Committee would have to do the default budget for Electric, Water and Sewer, and the School as well as the Town budget. Kathleen DeWolfe added that people are not running for the Budget Committee. Further discussion ensued regarding the budget review process. Mardean Badger brought up that in the past the Budget Committee only did the Town default budget. Chair Newton clarified that if the article passed the Board of Selectmen would have input on the operating budget but not the default budget. Kathleen DeWolfe felt the Budget Committee was positive about giving the responsibility back to the Board of Selectmen when RSA 40:14-b was rescinded in the past. There being no further comments, Chair Newton closed the Public Hearing on Petition Article 26 at 6:45 PM.

PUBLIC COMMENTS (Agenda items only)
None
APPROVAL OF MINUTES

February 5, 2018: Page 2, line 26 add “Net metering was also discussed” after “needs.”; page 3, line 3 strike “working” replace with “discussion” after word “included”; page 3, line 3 strike “in order to donate acreage to the” replace with “for a land donation to the state” after the word “lines”; page 3, line 10 add “It was also noted the Board will not read people’s opinions nor give meeting announcements unless they’re the town’s at public Board of Selectmen meetings.” After the word “session”.

MOTION: By Selectman Barney
Approve 2/5/18 minutes as amended.
SECOND: By Vice Chair Lamos
VOTE: 4-0 (All in favor)
MOTION PASSED

CONSENT AGENDA

Signed by Selectmen:
   b. Payroll manifest from 2/12/18.

DEPARTMENT HEADS

Fire Department:
Deputy Warden Appointment of Lt. Kendall Hughes: Chief Heath explained that a Deputy Warden has a two year term which is automatically renewed upon following training requirements and has the authority to issue fire permits.

MOTION: By Selectman Sharps
Approve Kendall Hughes as Deputy Warden.
SECOND: By Selectman Barney
VOTE: 4-0 (All in favor)
MOTION PASSED

Homeland Security Emergency Management Grant: Chief Heath asked permission to make purchase of ballistic protective equipment and medical supplies for EMS personnel use in an active shooter event. The grant allows for reimbursement of up to $6,000 for this equipment.

MOTION: By Vice Chair Lamos
Approve purchase of Homeland Security Grant equipment.
SECOND: By Selectman Sharps
VOTE: 4-0 (All in favor)
MOTION PASSED

OLD BUSINESS
**Town Administrator Updates:** TA Smith summarized his Town Administrator Update which included reports from the Fire Department, Library, Town Clerk/Tax Collector, Parks and Recreation Department, and the Department of Public Works. TA Smith announced the Town elections will take place on March 13, 2018. The Department of Public Works thanked the Water and Sewer Department for the use of one of their pickup trucks as well as the Town of New Hampton for their offer of the use of their reserve plow truck. The DPW has purchased a loading chute for their snow blower which is estimated to save the town more than $3,000 per year due to loading snow more quickly.

**Project List:**

- **NDOT – Transportation Alternatives Program (TAP) Grant (Rt. 3/25 sidewalk project):** Surveying for the projects started February 7th.
- **Thompson Street/High Street/Smith Hill Road Reconstruction; Water and Sewer Replacement:** TA Smith clarified that though the project cost is 1.7 million, it will potentially be broken up into appropriations of $17,000 per year.
- **Geographic Information System (GIS) Mapping:** No updates.
- **LW Packard Mill Site Brownfields project:** Nobis Engineering completed the draft report of the Hazardous Building Materials Assessment and found nothing “surprising or unmanageable given the age and use of the structures.” Once comments/questions from stakeholders are received/answered, Nobis will release the final report. A joint meeting with the Economic Development Committee and the Board of Selectmen needs to be scheduled to discuss this project further.
- **Town Buildings Telecommunications:** Certified Computer Systems has completed the switch over to fiber optic cable at the Town Offices and the Police Department. The Town Government building now runs off of fiber optic cable.
- **Town Office Building Maintenance:** Walkthroughs to replace the carpet in the Town Office and tile at the Police Department took place. Also had walkthrough with mason to repair “old jail”. A check from Primex has already been received for this project. The mason will be replacing damaged brick work with historic bricks. A meeting with Mango Security has been scheduled regarding installation of security cameras and the next steps with fire alarm system.
- **Town Personnel Policy:** Town Administrator, Tax Collector, DPW Director and Police Chief had initial meeting for overview of current policy and suggested changes.
- **Lakes Region Planning Commission (LRPC) Culvert Analysis:** No updates.

**Ashland 4th of July Committee budget:** Chair Newton said it looks like the committee did a thorough job with their budget. The Board would like to have more explanation of the Unanticipated Expenses Town Budget line on page two.

**NEW BUSINESS**

- **Department Head Credit Cards:** TA Smith presented Credit Card Policy and explained that Department Heads have been using their own credit cards in order to purchase supplies at lower costs and then getting reimbursed. It would be easier to keep track of purchases by using a credit card as opposed to getting reimbursed. Selectman Sharps brought up that expenditures over $1,500 need
Selectboard permission and the Credit Card Policy states an expenditure limit of $750. It was suggested to change the expenditure limit on the Credit Card Policy to $1,500.

MOTION: By Vice Chair Lamos

To raise the Credit Card Policy expenditure limit from $750 to $1,500.

SECOND: By Selectman Sharps

VOTE: 4-0 (All in favor)

MOTION PASSED

MOTION: By Vice Chair Lamos

To approve the Credit Card Policy as amended

SECOND: By Selectman Sharps

VOTE: 4-0 (All in favor)

MOTION PASSED

SELECTBOARD ITEMS

None

LIAISON REPORTS

• Selectman Sharps reported on the Heritage Committee meeting and photo project. Squamstock has been scheduled for June 9th and June 23rd as a backup date. Squamstock is a celebration of when Ashland broke off with Holderness and will involve the Holderness and Ashland schools. There will be a presentation on the Town Hall relating to its preservation and need of updating at St. Marks on March 1st at 7:00 PM. Discussion of crosswalk use and safety on Main Street was discussed. The school superintendent will be attending the School Committee meeting on March 6th at 7:00 PM. to discuss school safety procedures. Police Chief Randall spoke on the need of the Ashland police to having a fob to enter schools instantly as opposed to the current procedure of punching in a code for access. This would save valuable time and be safer in the case of an active shooter situation.

• Vice Chair Lamos reported on January Conservation Committee meeting. Volunteer projects, a poster display and the need for more Conservation Committee members was reported. Kathleen DeWolfe added that the NHDES is updating the Shoreline Protection regulations.

• Selectman Barney reported on the Water and Sewer Department meeting in which they met with Nobis Engineering and a solar company. An energy audit was also conducted. There will be an Information Session for warrant articles pertaining to the Water and Sewer Department on February 28 at 6:30 PM at the Fire Department. This meeting will be filmed by PBTV also.

• Chair Newton announced that there will be an Economic Development Meeting on Tuesday, February 27 at 6:30 PM to discuss next steps of the Brownfields report.
• Joe Mazzone announced the HEAL Bicycle Recycling Program would be starting again on March 1st. There have been 347 bicycles refurbished and distributed to local residents since the start of the program.

• TA Smith announced that NHDOT will be paving from Rt. 104 down Rt. 132 to the railway tracks.

PUBLIC COMMENT
None

There being no other business, Vice Chair Lamos made Motion to go into Non-Public Pursuant to RSA 91-A:3, II (b) at 7:29 PM. Selectman Sharps seconded. Roll Call Vote: Barney, yes, Newton, yes, Lamos, yes; Sharps, yes.

Board of Selectmen left nonpublic at 7:41 PM. Reentered Non-Public Pursuant to RSA 91-A:3, II (a) at 7:41 PM and reconvened at 7:57 PM. Reentered Non-Public Pursuant to RSA 91-A:3, II (a) at 7:59 PM and reconvened at 8:01 PM.

Respectfully submitted,

Wendy Smith
February 22, 2018