

1 **ASHLAND BOARD OF SELECTMEN MEETING MINUTES**
2 **WORK SESSION**
3 **MONDAY, JULY 16, 2018**
4 **ASHLAND FIRE STATION**
5 **6:30 PM**

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9 **PLEDGE OF ALLEGIANCE**

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12 **CALL TO ORDER**

13 Chairman Newton called the meeting to order at 6:37 PM with a roll call. Chairman Frances Newton,
14 Selectmen Leigh Sharps, Kathleen DeWolfe, Casey Barney and Vice Chairman Harold Lamos,
15 present. Others present: Town Administrator Charles Smith and Administrative Assistant Wendy
16 Smith.

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18 Selectman Sharps explained that most of the Selectboard were wearing Civil War era costumes
19 in honor of the upcoming Ashland 150th Anniversary week. She went over some of the
20 festivities and added an updated list of dates and times can be found on the home page of the
21 Town website.

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24 **PUBLIC COMMENTS (Agenda items only)**

25 None
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28 **APPROVAL OF MINUTES**

29 July 2, 2018-Pg. 3, line 37 add “always” between “are” and “available”; line 39 add “for the entire
30 board.” at the end of the sentence. Pg. 4, line 24 replace “School” with “Main”.

31
32 **MOTION:** By Selectman Sharps

33 *Approve 7/2/18 Board of Selectmen meeting minutes as amended.*

34 **SECOND:** By Selectman DeWolfe

35 **VOTE:** 5-0 (All in favor)

36 **MOTION PASSED**
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39 **CONSENT AGENDA**

40 Signed by Selectmen:

- 41 a. Payroll and Account Payables Manifests from 7/2/18 and 7/9/18.
42

43 Selectman Sharps inquired about the balance of the legal line, noting an invoice for \$2,000 from the
44 Town lawyers. TA Smith responded that the Town has received 38 Right-to-Know requests from
45 former selectman, Tejasinha Sivalingam. The requests impact every board and committee and TA
46 Smith has been working with Information Technology (IT) and legal regarding these requests. The

1 legal line had \$9,000 at the end of June and will most likely be exceeded this year. TA Smith was asked
2 by the Board to update them on the legal line at every upcoming meeting to keep them informed of how
3 much money is left in the line.
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6 **DEPARTMENT HEADS**

7 **Department of Public Works:** DPW Director Moore went over a three year paving contract with
8 GMI Asphalt. The contract locks in labor rates for three years and the town is not obligated to use
9 their services. Discussion followed regarding the contract.

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11 **MOTION:** By Selectman DeWolfe
12 *To approve the contract with GMI Asphalt for a three year period.*

13 **SECOND:** Selectman Sharps

14 **VOTE:** 4-1 (Newton, Sharps, DeWolfe, Barney-yes; Lamos-no)

15 **MOTION PASSED**
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17 DPW Director Moore requested that the Board consider allowing him to place two trucks out for
18 sealed bid. Two Chevy pickup trucks have been replaced by the truck bought at the state auction and
19 are no longer needed. The trucks have mechanical issues and are no longer in service.
20

21 **MOTION:** By Selectman DeWolfe
22 *To allow the trucks to be sold by sealed bid.*

23 **SECOND:** Selectman Sharps

24 **VOTE:** 5-0 (All in favor)

25 **MOTION PASSED**
26

27 **Water and Sewer Department:** Water and Sewer Commissioner David Toth presented an update
28 on the progress with the Septage Receiving Station. The Water and Sewer Commission are meeting
29 regarding this project at the Water and Sewer office this Wednesday, 7/18/18, at 9:00 AM. The
30 project is in the design review phase currently with construction slated to start in mid-September.
31

32 **Town Administrator:** TA Smith requested that the Board of Selectmen hold a public hearing to
33 discuss increasing Town Building Permit fees. On the 2018 ballot, the town voted in favor of Warrant
34 Article 42 to authorize the Board of Selectmen to amend Article 15 of the Ashland Building
35 Regulations-building permit fees. The Town of Ashland has not updated building permit fees since
36 2007. The appropriation for the town Building Inspector should be offset by the revenue received
37 from the fees. There is currently a shortfall causing a taxation for the inspection services. A public
38 hearing on this matter will be held during a regular meeting with the date to be determined.
39

40 **MOTION:** By Selectman Sharps
41 *To have a public hearing about increasing Town Building Permit fees.*

42 **SECOND:** Selectman Barney

43 **VOTE:** 5-0 (All in favor)

44 **MOTION PASSED**
45

1 TA Smith read a letter from Carol and Dave Fucarile thanking the DPW for the work done at Smith
2 Hill Road. He also thanked all the volunteers who stepped up to help at Squam Stock and the 4th of
3 July parade celebration. The 150th Anniversary Committee can use some volunteers for the parade
4 being held on Saturday, July 28th.

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7 **NEW BUSINESS**

8 None
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11 **OLD BUSINESS**

12 **Project List:**

13 NHDOT-Transportation Alternative Program (TAP) Grant: The design phase is in progress and
14 Department of Environmental Services (DES) will be contacting the Town regarding the
15 application for State Revolving Fund (SRF) funding.

16 Thompson Street/High Street/Smith Hill Road Reconstruction; Water and Sewer Replacement:
17 No updates.

18 LW Packard Mill Site Brownfields project: An update on the joint meeting with the Ashland
19 Economic Development Committee (AEDC) will be on the agenda of the Selectmen's meeting
20 of Monday, 8/6/18. A site walk of the mill will be scheduled.

21 NH Land & Community Heritage Investment Program (LCHIP): There will be a joint interview with
22 Christopher Williams Architects this Wednesday, 7/18 at 11:00 AM to discuss the questionnaire results.

23 Town Parcel Audit-Geographic Information System (GIS) Mapping: The project will be starting in
24 December 2018.

25 Town Office Building Maintenance: Installation of flooring at the Town Hall has been put on hold
26 until after the LCHIP study is complete.

27 Town Buildings Telecommunications: Spectrum has disconnected the cable internet at the Town
28 Office and Police Department, saving the town approximately \$5,000. This item will be archived.

29 Speed Bump on Leavitt Hill Road: DPW installed a crosswalk warning sign. The Police Department
30 continues to increase their presence in the area to deter speeding. There are currently no speed bumps.

31 Whipple House: Selectman DeWolfe would like all the information regarding the lease be provided
32 to the Selectboard so they can meet with the Historical Society before the lease automatically renews
33 in December.

34 Town Personnel Policy: Table until 2019 to coincide with new union Collective Bargaining
35 Agreement (CBA).

36 Building Permit Fees: Discussed above under Department Heads.

37 Grant Opportunities: TA Smith submitted letter of interest to the Department of Transportation
38 (DOT) for new NHDOT Transportation Alternative Program (TAP) grant. NHDOT will be sending
39 the town applications. Chair Newton proposed forming a subcommittee to work on this project.
40 Selectman DeWolfe expressed interest in this and suggested reestablishing the Ashland Transportation
41 Alternative Committee (ATAC).

42 Solar Energy: Selectman Sharps plans to have a preliminary report in September.
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1 **SELECTBOARD ITEMS**

2 **Ashland Heritage Commission:**

- 3 • Town of Ashland Appreciation Day (TOAAD)-The Selectboard discussed having a day to
4 organize the Old Jail and possibly having a barbeque as well on September 22, 2018. It was
5 suggested to inquire as to whether the Ashland Community Church would like to join in on the
6 barbeque. This item will be put on the Project List.

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8 **MOTION:** By Selectman DeWolfe

9 *To move forward with planning second annual Town of Ashland Appreciation Day.*

10 **SECOND:** Selectman Sharps

11 **VOTE:** 5-0 (All in favor)

12 **MOTION PASSED**

- 13
14 • Resignations-Katie Maher and Leigh Sharps have resigned from the Heritage Commission.
15 Selectman DeWolfe will now be the Selectboard member on the Commission with Chair
16 Newton as the alternate.

17
18 **Citizen Inquiry Form:** Selectman Sharps put forward to the Selectboard a draft Citizen Inquiry Form
19 to be discussed at the next Board of Selectmen's work session. She intends for the courtesy document
20 to be called The Town of Ashland Resident Inquiry form.

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23 **LIAISON REPORTS**

- 24 • Selectman Sharps attended the Planning Board meeting last week. Signage will be
25 discussed at their next work session. Their next meeting will be held on 8/1/18. She also
26 mentioned that the final 150th Anniversary Celebration schedule can be found on the Town
27 website. She presented an Ashland Centennial button to David Ruell.
- 28 • Selectman DeWolfe attended the Electric Department public hearing as a ratepayer and
29 reported that the residential electric rates are going up .5 cent/kilowatt hour in September.
- 30 • Vice Chair Lamos attended the 4th of July Committee meeting and announced that the
31 parade and the fireworks were a great success.
- 32 • Chair Newton encouraged the Library and Electric Department to come to a Selectboard
33 meeting and report on their departments.

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36 **PUBLIC COMMENT (Agenda items only)**

37 None

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39 There being no other business, Selectman Sharps made **Motion to go into Non-Public Pursuant to RSA 91-**
40 **A:3, II (b) at 7:50 PM.** Selectman DeWolfe seconded. **Roll Call Vote:** Barney, yes, Newton, yes, Lamos, yes;
41 Sharps, yes, DeWolfe, yes. Selectman Sharps made **Motion to leave nonpublic session at 7:57 PM.** Vice Chair
42 Lamos seconded. The hire of Nancy Allen for the Parks & Recreation snack shack was announced.

43
44 Respectfully submitted,
45 Wendy Smith
46 July 20, 2018