ASHLAND BOARD OF SELECTMEN MEETING MINUTES
WORK SESSION
MONDAY, AUGUST 20, 2018
ASHLAND FIRE STATION
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, Kathleen DeWolfe, Casey Barney and Vice Chairman Harold Lamos, present. Others present: Town Administrator Charles Smith and Administrative Assistant Wendy Smith.

PUBLIC COMMENTS (Agenda items only)
Roberta Hoerter inquired about the NHNY and EFAR tax abatement agreement. She asked for the amount to be abated and whether it included interest or not. Town Clerk, Patricia Tucker responded she would address that when she is explaining the agreement to the Board during the Department Head(s) portion of the meeting.

APPROVAL OF MINUTES
August 6, 2018-Pg. 3, line 11 add “Selectman Lamos, Budget Committee Liaison, said he would bring legal line information to the Board Committee.”; line 12 replace “run, to just please ask him.” with “governed, to please don’t hesitate to ask him or any Department Head.”

MOTION: By Selectman Sharps
Approve 8/6/18 Board of Selectmen meeting minutes as amended.
SECOND: By Vice Chair Lamos
VOTE: 5-0 (All in favor)
MOTION PASSED

CONSENT AGENDA
Signed by Selectmen:
   a. Payroll and Account Payables Manifests from 8/6/18 and Payroll from 8/13/18.
   b. Memo to Trustee of Trust Funds regarding Ashland Library key.
   c. Personnel Action Form for Parks and Recreation employee title change.
DEPARTMENT HEADS

Town Clerk/Tax Collector:
NHNY and EFAR Tax Abatement Agreement-Tax Collector, Patricia Tucker distributed a summary of the abatement process and a copy of NH RSA 76:13 “Apportionment, Assessment and Abatement of Taxes” to the Board of Selectmen. She clarified that an abatement is a reduction in a property tax bill which has not been paid by the taxpayer and an abatement refund is a reduction in the tax obligation of a taxpayer who has already paid their tax bill. She recommended approving the agreement negotiated by CNP Appraisal, the Town’s Assessors.

MOTION: By Selectman Sharps
To approve the 2016 proposed abatement of $20,502.48 with the interest to be waived and 2017 abatement of $20,948.37 which would be credited towards the taxes owed for NHNY.
SECOND: Selectman DeWolfe

The motion was opened for discussion. Roberta Hoerter asked why the Selectmen are considering the abatement and if the NH DRA has any opinion on this agreement. Chair Newton explained that the Selectmen rely on the Town Assessors opinion and it is a town, not a state issue. It was brought up that any business is welcome to apply for a tax abatement. Further discussion followed involving the option of denying the abatement request in which case the matter would go to court and the Town was advised against this by our assessors. Roberta Hoerter strongly objected as a taxpayer and business owner. Sherrie Downing also objected and was reminded by the Board that she could apply for tax abatement if she felt her property was not being assessed fairly. It was emphasized that the abatement process equalizes property values according to the market and that it is the assessors not the Board of Selectmen who calculate and recommend abatements.

VOTE: 4-0-1 (Newton, Sharps, DeWolfe, Barney-yes; Lamos-abstained)
MOTION PASSED

MOTION: By Selectman Sharps
To approve the 2016 proposed abatement of $36,301.55 with the interest to be waived and 2017 abatement of $37,091.04 which would be credited towards the taxes owed for EFAR.
SECOND: Selectman Barney

VOTE: 4-0-1 (Newton, Sharps, DeWolfe, Barney-yes; Lamos-abstained)
MOTION PASSED

Department of Public Works:
Truck and loader sealed bids-The bid results for the DPW pickup trucks and old loader were announced and voted approved.

MOTION: By Selectman Sharps
To approve the bid amount of $600 for the 1986 Chevy pickup truck to Jarrett Downing.
SECOND: Vice Chair Lamos
VOTE: 5-0 (All in favor)
MOTION PASSED
MOTION:  By Selectman Sharps
To approve the bid amount of $280 for the 1985 Chevy pickup truck to Russell Drew, Jr.
SECOND:  Vice Chair Lamos
VOTE:  5-0 (All in favor)
MOTION PASSED

MOTION:  By Selectman DeWolfe
To approve the bid amount of $12,000 for the 1981 International loader to Peter Graves.
SECOND:  Vice Chair Lamos
VOTE:  5-0 (All in favor)
MOTION PASSED

MOTION:  By Selectman Sharps
To allow TA Smith to sign the Bills of Sale for the 1985 and 1986 Chevy pickups and the 1981 International loader.
SECOND:  Vice Chair Lamos
VOTE:  5-0 (All in favor)
MOTION PASSED

Paving of Collins Street and Depot Street sidewalk: DPW Director Moore went over the need to pave Collins Street and the Depot Street sidewalk. Collins Street receives a lot of wear from the high volume of traffic to the transfer station and the constant flow of sewage trucks. Director Moore recommended reclaiming the lower half of the road and shimming and putting an overlay on the rest of the road as it probably still has its original pavement. The DPW has received a quote from GMI which includes repairing the paved apron at the Public Works garage as well as paving the sidewalks on Depot Street. Discussion ensued on the project which involved the Water and Sewer Departments input. Vice Chair Lamos will supply information to DPW Director Moore regarding federal rebates for experimental paving.

MOTION:  By Selectman DeWolfe
To approve the paving estimate from GMI in the amount of $101,192.60 for paving Collins Street and the Depot Street sidewalk and to have the expenditure come from the CRF Agents Street Improvements (01-4950-10-730).
SECOND:  Selectman Sharps
VOTE:  5-0 (All in favor)
MOTION PASSED

NEW BUSINESS
Water and Sewer Department-State Revolving Fund: The Water and Sewer Department received approval of the State Revolving Fund (SRF) for the septic receiving station. Water and Sewer Commissioner, David Toth clarified that the town voted on the Warrant Article for the station. He reiterated that the Water and Sewer Department operates on customer rates and septage revenue and therefore does not have any impact on taxes.
**Route 3 Drainage Problem on Little Squam Lake:** Woody Thompson, resident of property on Rt. 3 in Ashland spoke on a drainage issue at his property. Selectman Sharps recused herself as she is an abutter to Mr. Thompson’s property. Storm water drainage comes off of Rt. 3, especially during heavy rains, and discharges into Mr. Thompson’s back yard. The culvert becomes clogged and storm water enters the lake. Chair Newton asked for input from Craig Moore and David Toth, who are members of the LRPC Transportation Advisory Committee. Mr. Toth suggested having the DOT look at the situation. Board members as well as Craig Moore recommended contacting DES, as this is also a shoreline issue. It was agreed a coordinated approach would help to rectify this situation.

**OLD BUSINESS**

**Town Administrator Updates:** TA Smith reported on information from the following departments: Ashland Public Library, Fire Department, Police Department, Town Clerk/Tax Collector, and Parks and Recreation. Selectman DeWolfe would like a report from the Building Inspector in the near future.

**Project List:**

- **NHDOT-Transportation Alternative Program (TAP) Grant:** TA Smith and DPW Director Moore attended a meeting with NH DOT and KV Partners about the projected construction costs. They were able to lower the cost estimates through these discussions.
- **Thompson Street/High Street/Smith Hill Road Reconstruction; Water and Sewer Replacement:** Town pre-application for SRF was accepted for placement on the Clean Water State Revolving Fund list and the project qualifies for principal loan forgiveness. A decision is expected in the fall for the application for grant funding with the DWGTF Advisory Commission.
- **LW Packard Mill Site Brownfields project:** Board of Selectmen are working on scheduling a walk-through of the property.
- **NH Land & Community Heritage Investment Program (LCHIP):** No updates.
- **Town Parcel Audit-Geographic Information System (GIS) Mapping:** The Town Clerk continues to pull property maps. The project will be starting in December 2018.
- **Town Office Building Maintenance:** No updates.
- **Town Personnel Policy:** On hold.
- **Whipple House:** Selectman DeWolfe would like to have a meeting set up with the Historical Society to discuss the lease which will automatically renew in December.
- **Building Permit Fees:** The Board of Selectmen would like to receive information on the recommended fee changes before having a public hearing on the subject.
- **TAP Grant-Sidewalks Project:** The letter of intent was accepted. TA Smith attended TAP grant application training. Deadline for application to the DOT is 9/7/18 at 4:00 PM. TA Smith explained that the minimum project amount is $400,000 and that the DOT prefers infrastructure expansion projects. Therefore extending the project down Winter Street before the bridge would be beneficial.
- **Town of Ashland Appreciation Day:** The Board of Selectmen received a memo from the Heritage Commission with a variety of suggestions for the day. Selectman DeWolfe and other interested parties will be meeting with DPW Director Moore on 8/21/18 to discuss organizing the “Old Jail”.
- **Solar Energy:** Selectman Sharps has contacted multiple solar companies and is planning on having them present at a Selectboard meeting in October or November.
**Letter of Appreciation:** TA Smith read a letter from Steve and Leigh Sharps thanking the Ashland Electric Department, Department of Public Works, Police Department and Fire Department for their quick response and hard work expended when some large limbs fell across wires and snapped the poles and transformer in the front yard of the Sharps’ property on Rte. 3.

**SELECTBOARD ITEMS**

**Citizen Inquiry Form:** Chair Newton recommended tabling the discussion of the Citizen Inquiry form until the current 91A issue is resolved. Selectman Sharps withdrew her sample form. Any inquiries can be directed to the TA’s attention. The legal expense line for the year has been exceeded by $652 as of date.

**LIAISON REPORTS**

- Selectman DeWolfe stated that due to the 91A issue she will no longer be doing liaison reports at the Selectboard meetings. Interested residents can read the minutes of the various boards and committees online. She will be attending meetings as a resident only.
- Selectman Sharps made corrections to her previous report on the 150th Celebration. She also presented David Ruell with an antique thermometer and said she received a nice thank you letter from the Historical Society for the antique commemorative button she had given them previously. She added that the Historical Society is always accepting of historical donations.
- Selectman DeWolfe attended the Hazard Mitigation Meeting and said that the more people that attend these meetings, the better, including members of the public plus the planning team and other stakeholders. Their next meeting is Thursday, 9/6/18 at 9:00 AM at the Fire Station.

**SIGNATURE FILE**

- Memo to Trustee of Trust Funds
  CRF reimbursement – TAP grant
- Personnel Action Form
  TA salary increase per contract.

**PUBLIC COMMENT (Agenda items only)**

None

There being no other business, Selectman DeWolfe made **Motion to go into Non-Public Pursuant to RSA 91-A:3, II (a) at 7:53 PM.** Selectman Sharps seconded. **Roll Call Vote:** Barney, yes, Newton, yes, Lamos, yes; Sharps, yes, DeWolfe, yes. Selectman DeWolfe made **Motion to leave nonpublic session at 8:08 PM.** Selectman Barney seconded. Police Sgt. Gray off of six month new hire probation. 40 hours sick time given per personnel policy and one week vacation time approved by selectmen.

Respectfully submitted,

Wendy Smith
August 21, 2018