

1                                   **ASHLAND BOARD OF SELECTMEN MEETING MINUTES**  
2   **WORK SESSION**  
3                                   **MONDAY, AUGUST 20, 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 6:30 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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19   **PUBLIC COMMENTS (Agenda items only)**

20 Roberta Hoerter inquired about the NHNY and EFAR tax abatement agreement. She asked for the  
21 amount to be abated and whether it included interest or not. Town Clerk, Patricia Tucker responded  
22 she would address that when she is explaining the agreement to the Board during the Department  
23 Head(s) portion of the meeting.  
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26   **APPROVAL OF MINUTES**

27 August 6, 2018-Pg. 3, line 11 add “Selectman Lamos, Budget Committee Liaison, said he would bring  
28 legal line information to the Board Committee.”; line 12 replace “run, to just please ask him.” with  
29 “governed, to please don’t hesitate to ask him or any Department Head.”  
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32   **MOTION:** By Selectman Sharps

33   *Approve 8/6/18 Board of Selectmen meeting minutes as amended.*

34   **SECOND:** By Vice Chair Lamos

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 8/6/18 and Payroll from 8/13/18.
  - 42   b. Memo to Trustee of Trust Funds regarding Ashland Library key.
  - 43   c. Personnel Action Form for Parks and Recreation employee title change.
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1 **DEPARTMENT HEADS**

2 **Town Clerk/Tax Collector:**

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

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10 **MOTION:** By Selectman Sharps

11 *To approve the 2016 proposed abatement of \$20,502.48 with the interest to be waived and 2017*  
12 *abatement of \$20,948.37 which would be credited towards the taxes owed for NHNY.*

13 **SECOND:** Selectman DeWolfe

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

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

27 **MOTION PASSED**

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29 **MOTION:** By Selectman Sharps

30 *To approve the 2016 proposed abatement of \$36,301.55 with the interest to be waived and 2017*  
31 *abatement of \$37,091.04 which would be credited towards the taxes owed for EFAR.*

32 **SECOND:** Selectman Barney

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

34 **MOTION PASSED**

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37 **Department of Public Works:**

38 **Truck and loader sealed bids-**The bid results for the DPW pickup trucks and old loader were  
39 announced and voted approved.

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41 **MOTION:** By Selectman Sharps

42 *To approve the bid amount of \$600 for the 1986 Chevy pickup truck to Jarrett Downing.*

43 **SECOND:** Vice Chair Lamos

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

45 **MOTION PASSED**

1 **MOTION:** By Selectman Sharps  
2 *To approve the bid amount of \$280 for the 1985 Chevy pickup truck to Russell Drew, Jr.*  
3 **SECOND:** Vice Chair Lamos  
4 **VOTE:** 5-0 (All in favor)  
5 **MOTION PASSED**

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

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

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

29  
30 **MOTION:** By Selectman DeWolfe  
31 *To approve the paving estimate from GMI in the amount of \$101,192.60 for paving Collins Street*  
32 *and the Depot Street sidewalk and to have the expenditure come from the CRF Agents Street*  
33 *Improvements (01-4950-10-730).*  
34 **SECOND:** Selectman Sharps  
35 **VOTE:** 5-0 (All in favor)  
36 **MOTION PASSED**

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39 **NEW BUSINESS**  
40 **Water and Sewer Department-State Revolving Fund:** The Water and Sewer Department received  
41 approval of the State Revolving Fund (SRF) for the septic receiving station. Water and Sewer  
42 Commissioner, David Toth clarified that the town voted on the Warrant Article for the station. He  
43 reiterated that the Water and Sewer Department operates on customer rates and septage revenue and  
44 therefore does not have any impact on taxes.

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1 **Route 3 Drainage Problem on Little Squam Lake:** Woody Thompson, resident of property on Rt.  
2 3 in Ashland spoke on a drainage issue at his property. Selectman Sharps recused herself as she is an  
3 abutter to Mr. Thompson's property. Storm water drainage comes off of Rt. 3, especially during  
4 heavy rains, and discharges into Mr. Thompson's back yard. The culvert becomes clogged and storm  
5 water enters the lake. Chair Newton asked for input from Craig Moore and David Toth, who are  
6 members of the LRPC Transportation Advisory Committee. Mr. Toth suggested having the DOT  
7 look at the situation. Board members as well as Craig Moore recommended contacting DES, as this is  
8 also a shoreline issue. It was agreed a coordinated approach would help to rectify this situation.  
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11 **OLD BUSINESS**

12 **Town Administrator Updates:** TA Smith reported on information from the following departments:  
13 Ashland Public Library, Fire Department, Police Department, Town Clerk/Tax Collector, and Parks  
14 and Recreation. Selectman DeWolfe would like a report from the Building Inspector in the near future.  
15

16 **Project List:**

17 **NHDOT-Transportation Alternative Program (TAP) Grant:** TA Smith and DPW Director Moore  
18 attended a meeting with NH DOT and KV Partners about the projected construction costs. They  
19 were able to lower the cost estimates through these discussions.

20 **Thompson Street/High Street/Smith Hill Road Reconstruction; Water and Sewer Replacement:**  
21 Town pre-application for SRF was accepted for placement on the Clean Water State Revolving  
22 Fund list and the project qualifies for principal loan forgiveness. A decision is expected in the fall  
23 for the application for grant funding with the DWGTF Advisory Commission.

24 **LW Packard Mill Site Brownfields project:** Board of Selectmen are working on scheduling a  
25 walk-through of the property.

26 **NH Land & Community Heritage Investment Program (LCHIP):** No updates.

27 **Town Parcel Audit-Geographic Information System (GIS) Mapping:** The Town Clerk continues to pull  
28 property maps. The project will be starting in December 2018.

29 **Town Office Building Maintenance:** No updates.

30 **Town Personnel Policy:** On hold.

31 **Whipple House:** Selectman DeWolfe would like to have a meeting set up with the Historical Society  
32 to discuss the lease which will automatically renew in December.

33 **Building Permit Fees:** The Board of Selectmen would like to receive information on the  
34 recommended fee changes before having a public hearing on the subject.

35 **TAP Grant-Sidewalks Project:** The letter of intent was accepted. TA Smith attended TAP grant  
36 application training. Deadline for application to the DOT is 9/7/18 at 4:00 PM. TA Smith explained  
37 that the minimum project amount is \$400,000 and that the DOT prefers infrastructure expansion  
38 projects. Therefore extending the project down Winter Street before the bridge would be beneficial.

39 **Town of Ashland Appreciation Day:** The Board of Selectmen received a memo from the Heritage  
40 Commission with a variety of suggestions for the day. Selectman DeWolfe and other interested  
41 parties will be meeting with DPW Director Moore on 8/21/18 to discuss organizing the "Old Jail".

42 **Solar Energy:** Selectman Sharps has contacted multiple solar companies and is planning on having  
43 them present at a Selectboard meeting in October or November.  
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1 **Letter of Appreciation:** TA Smith read a letter from Steve and Leigh Sharps thanking the Ashland  
2 Electric Department, Department of Public Works, Police Department and Fire Department for their  
3 quick response and hard work expended when some large limbs fell across wires and snapped the poles  
4 and transformer in the front yard of the Sharps' property on Rte. 3.  
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7 **SELECTBOARD ITEMS**

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

- 15 • Selectman DeWolfe stated that due to the 91A issue she will no longer be doing liaison  
16 reports at the Selectboard meetings. Interested residents can read the minutes of the  
17 various boards and committees online. She will be attending meetings as a resident only.
- 18 • Selectman Sharps made corrections to her previous report on the 150<sup>th</sup> Celebration. She  
19 also presented David Ruell with an antique thermometer and said she received a nice thank  
20 you letter from the Historical Society for the antique commemorative button she had given  
21 them previously. She added that the Historical Society is always accepting of historical  
22 donations.
- 23 • Selectman DeWolfe attended the Hazard Mitigation Meeting and said that the more  
24 people that attend these meetings, the better, including members of the public plus the  
25 planning team and other stakeholders. Their next meeting is Thursday, 9/6/18 at 9:00 AM  
26 at the Fire Station.  
27

28 **SIGNATURE FILE**

- 29 • Memo to Trustee of Trust Funds  
30 CRF reimbursement – TAP grant
- 31 • Personnel Action Form  
32 TA salary increase per contract.  
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35 **PUBLIC COMMENT (Agenda items only)**

36 None  
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38 There being no other business, Selectman DeWolfe made **Motion to go into Non-Public Pursuant to RSA**  
39 **91-A:3, II (a) at 7:53 PM.** Selectman Sharps seconded. **Roll Call Vote:** Barney, yes, Newton, yes, Lamos,  
40 yes; Sharps, yes, DeWolfe, yes. Selectman DeWolfe made **Motion to leave nonpublic session at 8:08 PM.**  
41 Selectman Barney seconded. Police Sgt. Gray off of six month new hire probation. 40 hours sick time given per  
42 personnel policy and one week vacation time approved by selectmen.  
43

44 Respectfully submitted,

45 Wendy Smith

46 August 21, 2018