

1                                   **ASHLAND BOARD OF SELECTMEN MEETING MINUTES**  
2   **WORK SESSION**  
3   **MONDAY, SEPTEMBER 17, 2018**  
4   **ASHLAND ELEMENTARY SCHOOL LIBRARY**  
5   **6:30 PM**  
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9   **PLEDGE OF ALLEGIANCE**

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12   **CALL TO ORDER**

13 Vice Chair Lamos called the meeting to order at 6:30 PM with a roll call. Selectmen Leigh Sharps,  
14 Kathleen DeWolfe, Casey Barney and Vice Chairman Harold Lamos, present. Chairman Frances  
15 Newton arrived at 6:35 PM. Others present: Town Administrator Charles Smith and Administrative  
16 Assistant Wendy Smith.  
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19   **PUBLIC COMMENTS (Agenda items only)**

20 None  
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23   **APPROVAL OF MINUTES**

24 September 4, 2018-Approved as written.  
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26   **MOTION:** By Selectman DeWolfe

27   *Approve 9/4/18 Board of Selectmen meeting minutes as written.*

28   **SECOND:** By Vice Chair Lamos

29   **VOTE:** 2-0-2 (DeWolfe-yes, Lamos-yes, Barney-abstained, Sharps-abstained)

30   **MOTION PASSED**  
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33   **CONSENT AGENDA**

34 Signed by Selectmen:

- 35       a. Payroll and Account Payables Manifests from 9/4/18 and Payroll from 9/10/18.  
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37 Chair Newton extended the Board of Selectmen’s condolences to the families of Dan Golden and Neale  
38 Bavis, both of whom served as Selectmen and dedicated much of their lives to the Town of Ashland.  
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41   **DEPARTMENT HEADS**

42   **Parks and Recreation:** Parks and Recreation Director Barney spoke on the issue of tree removal  
43 from the Edward Doggett Campground. Earlier this year part of a tree fell on and totaled a camping  
44 trailer in the campground. Director Barney had three tree experts inspect the trees in the campground.  
45 They found there are a number of diseased and hazardous trees which should be removed for safety  
46 purposes. Director Barney submitted three estimates for tree removal to the Selectboard. She

1 suggested going with the lowest bid of \$10,850, the DPW will be involved in stump removal and tree  
2 cleanup, keeping the cost down. Work is planning to be starting after Columbus Day weekend.  
3 Discussion followed on what budget line to allocate the cost of the tree removal to as this was not  
4 planned as part of this year's budget. Parks and Recreation has \$3,000 available between two  
5 campground budget lines. The possibility of selling the wood left onsite was brought up. This was  
6 later deemed not feasible due to the cost of splitting the wood and the fact that most of the wood is  
7 pine which does not burn well. Waterfront tree removal may trigger a DES permit, DPW Moore will  
8 follow up with the DES on the compliance details.

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10 **MOTION:** By Vice Chair Lamos  
11 *Approve lowest bid of \$10,850 from Chippers for the cutting down of trees at the Edward Doggett*  
12 *Campground with funds to be discussed.*

13 **SECOND:** By Selectman DeWolfe

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

15 **MOTION PASSED**

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18 **NEW BUSINESS**

19 **Ashland Historical Society-Whipple House:** David Ruell, President of the Historical Society  
20 requested permission to install electric lights as needed at the Whipple House. The Selectboard  
21 suggested the installation of LED lighting for energy saving reasons. They also asked that the  
22 Historical Society formalize their requests, list all work done and submit this information to the Town  
23 Office for documentation purposes.

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25 **MOTION:** By Selectman Sharps  
26 *Approve the installation of electric lights at the Whipple House as needed and provide the Selectboard*  
27 *with the appropriate documentation.*

28 **SECOND:** By Vice Chair Lamos

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

30 **MOTION PASSED**

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32 David Ruell then requested permission to have a permanent dehumidifier installed on the first floor of  
33 the Whipple House to rectify moisture problems there.

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35 **MOTION:** By Vice Chair Lamos  
36 *Approve the installation of a permanent dehumidifier on the first floor of the Whipple House and*  
37 *provide the Selectboard with the appropriate documentation.*

38 **SECOND:** By Selectman Sharps

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

40 **MOTION PASSED**

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42 A joint meeting with the Selectboard and the Ashland Historical Society Board had been requested by  
43 the Board of Selectmen to review the Whipple House lease. David Ruell, President of the Ashland  
44 Historical Society, wanted to go over the intention of the meeting. It was determined that the  
45 Selectboard wants to make sure that the language of the deed and the corresponding Warrant Article  
46 correspond. The lease may need to be brought up to date and may require a new Warrant Article to

1 achieve this. Town legal counsel reviewed the lease in 2015 and found an issue with its Charitable  
2 Trust aspect and the involvement of renting a dwelling unit. Further information is needed to work  
3 out a resolution and it was decided that legal counsel should be consulted again on this matter and a  
4 joint meeting be set up with the Ashland Historical Society and the Board of Selectmen.

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6 **Emery & Garrett Groundwater Investigations contract:** Contract for monitoring the groundwater  
7 and gas caps at the Ashland Landfill for Groundwater Protection Act compliance is up for a five year  
8 renewal. Emery & Garrett has petitioned NHDES for less testing which has resulted in lower fees.

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10 **MOTION:** By Selectman DeWolfe  
11 *To approve a five-year contract with Emery & Garrett Groundwater Investigations to submit the*  
12 *Town of Ashland groundwater management permit to NHDES, conduct annual groundwater*  
13 *testing, and landfill gas/cap inspections at the Ashland landfill.*

14 **SECOND:** By Selectman Sharps

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

16 **MOTION PASSED**

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19 **OLD BUSINESS**

20 **Town Administrator Updates:** TA Smith summarized his Town Administrator Update which  
21 included reports from the Library, Parks and Recreation Department, Fire Department, the Building  
22 Inspector, and the Town Clerk/Tax Collector.

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24 **Project List:**

25 **NHDOT-Transportation Alternative Program (TAP) Grant:** KV Partners continues to work on the  
26 engineering of the sidewalk.

27 **Thompson Street/High Street/Smith Hill Road Reconstruction; Water and Sewer Replacement:**  
28 The Town was not selected to receive grant funding from the DWGTF but is still pre-app approved  
29 under the CWSRF.

30 **LW Packard Mill Site Brownfields project:** The Town is moving forward with application for a  
31 CDBG/CDFA feasibility grant to study possible future uses of the building. A public hearing for  
32 this is scheduled for October 1<sup>st</sup>, prior to the regular Board of Selectmen meeting. The selectmen  
33 will tour the building with DPW Director Moore on Wednesday, 9/19/18 at 8:30 AM.

34 **NH Land & Community Heritage Investment Program (LCHIP):** On 9/13/18, Norman Larson of  
35 Williams Architects took measurements and reviewed the Town Hall building records for the Historic  
36 Structure report.

37 **Town Parcel Audit-Geographic Information System (GIS) Mapping:** No updates.

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

39 **Whipple House:** The Board of Selectmen will be touring the Whipple House with David Ruell on  
40 Thursday, 9/27/18 at 9:00 AM.

41 **Town Personnel Policy:** No updates.

42 **Building Permit Fees:** The Board of Selectmen would like to receive a list of fee changes from the  
43 Building Inspector and then will schedule a date for a public hearing.

44 **Grant Opportunities:** No updates.

45 **Town of Ashland Appreciation Day:** Scheduled for 10 AM on Saturday, 9/22/18 to landscape behind  
46 the Town Hall to be followed by a cookout being put on by the Ashland Community Church. The

1 public is encouraged to attend. Selectman DeWolfe thanked the Water and Sewer Department for the  
2 concrete which was used to make a new floor at the “Old Jail”.

3 Town Office Building Maintenance: No updates.

4 Solar Energy: Selectman Sharps will be setting a date for NH Solar Gardens and Novus to meet with  
5 the Electric Department. The Electric Department will be installing Smart Meters.

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8 **SELECTBOARD ITEMS**

- 9 • At the 10/1/18 Selectboard meeting, the Selectboard will determine dates to meet with the  
10 Department Heads for the 2019 budget.
- 11 • An Economic Development Committee meeting will be held on Tuesday, 9/18/18 at 6:30 PM  
12 at the Fire Station. Chair Newton announced with regret the resignation of Steve Felton from  
13 the committee. He was commended on all of his great work done with the Committee.
- 14 • Vice Chair Lamos suggested that the proposed plaque to commemorate the 150<sup>th</sup> Anniversary  
15 be put on a boulder. There are a number of large boulders located behind the Town Hall  
16 which could be used and moved to a location to be determined.
- 17 • Selectman Sharps attended the previous Planning Board meeting. They approved revisions  
18 for Rules and Procedures as well as Site Plan applications. Their next meeting date has been  
19 changed to 9/19/18.

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

23 Chief Randall asked who would cut up and split wood from the trees taken down at the Campground.  
24 It was determined that it would not be feasible to sell the wood as campfire wood.

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27 **SIGNATURE FILE**

28 Notice of Intent to Cut, updated Personnel Action Forms, Accounts Payable and Payroll Manifests for  
29 9/17/18 signed by Selectmen.

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32 There being no other business, Selectman DeWolfe made **Motion to adjourn at 7:36 PM.**  
33 Selectman Barney seconded, all in favor.

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36 Respectfully submitted,

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39 Wendy Smith  
40 September 18, 2018