ASHLAND BOARD OF SELECTMEN MEETING MINUTES
REGULAR MEETING
MONDAY, OCTOBER 1, 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, Vice Chairman Harold Lamos, and Selectman Kathleen DeWolfe present. Selectman Casey Barney and Selectman Leigh Sharps absent with prior notice. Others Present: Town Administrator Charles Smith and Administrative Assistant Wendy Smith.

PUBLIC HEARING ON FEASIBILITY GRANT FOR STUDY OF POTENTIAL RE-USE OF THE L.W. PACKARD MILL BUILDING

Public Hearing for Community Development Block Grant (CDBG) application for the L.W. Packard Mill Building opened at 6:31 PM. Informational packets were available for the public’s review. Donna Lane, CDBG consultant, read: Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority (CDFA). Up to $500,000 annually is available on a competitive basis for public facility and housing projects, up to $500,000 for economic development projects and up to $350,000 for emergency activities. Up to $12,000 per study is available for Planning Grants. All projects must directly benefit low and moderate income persons.

This is a proposed application to the Community Development Finance Authority for up to $12,000 in Community Development Block Grant Planning Study funds. The study will determine the potential re-use and estimated renovation costs for the L.W. Packard Mill building/Ashland Properties, 1 Hill Ave., Ashland, NH, 03217. A possible re-use of the building may be affordable senior housing.

This project conforms with Ashland’s Housing and Community Development Plan’s Goal of: Preserve and promote the town’s historically and culturally significant structures (Short-term and Long-term goal) and possibly encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups (Short-term and Long-term goal).

A slideshow of the recent Board of Selectmen’s tour of the portion of the building owned by Scott Heath was presented. It was noted that the building is in major disrepair and there are signs of human activity in the building.

Chair Newton asked for comments from the public and the Board of Selectmen. Selectman DeWolfe felt that Senior Housing does not seem like a good end use of the building. Donna Lane responded that the study is to see if the building is structurally sound and affordable senior housing is just one
possibility. It was determined that the building is zoned Commercial Industrial and that it would need
to be rezoned if it were to be used for residential purposes. Chief Randall asked about the cost to the
town for the study and added vagrants haven’t been frequenting the building lately. Donna Lane
established that there is no cost for the study as it is a grant. Vice Chair Lamos questioned the ownership
aspect of the grant. Ms. Lane responded that the town does not need to own the property to receive the
grant. David Toth, Water Commissioner, later added that hazardous cleanup grants are available for
town owned properties.

Resident Susan Harville asked if the Towns of Bristol and Franklin used this type of grant to renovate
affordable housing units. Ms. Lane answered that the Riverbend Condo building was once a mill
building and is now beautiful affordable housing. Patricia Tucker, Town Clerk added that though she
is not a proponent of the town owning the building, she would recommend applying for this grant as it
has no taxpayer impact. Discussion followed regarding the owner’s permission to enter the building
and it was established that a certified letter was sent to Scott Heath before entering to do the Brownfields
Study and that he would be notified again. David Toth stated he was involved with the Phase I and
Phase II studies of the building and encouraged the Board to move forward with the grant to see if it is
structurally sound. He added that currently the building is a safety hazard and an ecologic disaster
waiting to happen. Mardean Badger, Chair of the Planning Board, interjected that no matter what is
done with that property, it would have to go through a very careful Planning and Zoning process.
Further discussion established that the study would be available to the public and may attract interested
parties. Public Hearing for Community Development Block Grant (CDBG) application for the L.W.
Packard Mill Building closed at 6:55 PM.

PUBLIC HEARING ON RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION
ASSISTANCE PLAN

Public Hearing for the Town adoption of the Residential Antidisplacement and Relocation Assistance
Plan opened at 6:56 PM. Donna Lane read: This plan outlines measures, under the Uniform Relocation
Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses),
if the Town were to undertake a CDBG project which involved displacement or relocation they would
follow this plan. The plan outlines the measures they would take to find comparable, suitable housing
for persons (or businesses) displaced or relocated. This proposed project is just a study, no relocation
will occur by this project. Chair Newton asked for public and Board comments and there were none.
Public Hearing for the Town adoption of the Residential Antidisplacement and Relocation Assistance
Plan closed at 6:58 PM.

MOTION: By Selectman DeWolfe
To adopt the Antidisplacement and Relocation Assistance Plan.
SECOND: By Vice Chair Lamos
VOTE: 3-0 (All in favor)
MOTION PASSED
MOTION:  By Vice Chair Lamos
To approve the submittal of the application and vote to authorize the Chairman to sign and submit the application, and upon approval of the CDBG application, authorize the Chairman to execute any documents which may be necessary to effectuate the CDBG contact and any amendments thereto.
SECOND:  By Selectman DeWolfe
VOTE:  3-0 (All in favor)
MOTION PASSED

PUBLIC COMMENT (Agenda Items Only)
Mardean Badger, Planning Board Chair announced that the Planning Board meeting of 10/3/18 has been moved to 10/10/18.

APPROVAL OF MINUTES
September 17, 2018-Page 2, line 11 replace “removal” with “cutting down”; line 43 insert “President of the Ashland Historical Society” after “Ruell; line 45 replace “deed” with “lease”.

MOTION:  By Selectman DeWolfe
Approve 9/17/18 minutes as amended.
SECOND:  By Vice Chair Lamos
VOTE:  3-0 (All in favor)
MOTION PASSED

CONSENT AGENDA
• Accounts Payable and Payroll Manifests for the week of September 17 and 27, 2018 were signed by a quorum of the Board.

DEPARTMENT HEADS
Town Administrator
1. NHMY/EHFAR abatement: Further discussion with the firm representing NHNY and EHGAR determined that the interest calculations needed to be redone with the new assessment values and that a refund of $5,051.74 is now due. EHFAR is paid in full and NHNY has a current balance of $10,767.28. Mr. Gaw has agreed to allow the $5,051.74 to be an abatement on the balance due.

MOTION:  By Selectman DeWolfe
To approve abatement of $5,051.74 from NHNY balances due (account 5696).
SECOND:  By Vice Chair Lamos
VOTE:  3-0 (All in favor)
MOTION PASSED

2. Police Department parking spot paving: DPW will be paving the parking spot created after the improvement of the area behind the Police Station. This will stabilize the area from gravel
washboard and protect the police vehicles from rust. The cost to have the DPW do this is approximately $460.00.

3. TA Smith announced that the Tax Collector/Town Clerk Office will be closed all day on Thursday, 10/11/18 for a tax software system upgrade.

4. TA Smith asked if the Board of Selectmen would like him to attend a Water and Sewer meeting. They agreed it would be good to get information first hand.

**Police Department**

Chief Randall announced that Halloween Trick or Treating would be taking place on Wednesday, 10/31/18 from 5:00 to 7:00 PM.

**NEW BUSINESS**

**Whipple House-Lease agreement:** The Board of Selectmen recently went on a tour of the Whipple House led by David Ruell, President of the Ashland Historical Society. TA Smith spoke to legal counsel regarding the lease and was advised that the lease should be updated to reflect the warrant vote and to revise the wording. Mr. Ruell said the warrant article states the rental money received needs to be used to maintain the building, but there is more to running a museum than maintaining the building. Further discussion followed in which it was determined that to revise the wording of the lease, it may be necessary to have a new warrant article voted upon. TA Smith will set up a meeting with the Ashland Historical Society and the Board of Selectmen to discuss details. Mr. Ruell requested that TA Smith send him a copy of the legal counsel’s opinion of this matter.

**OLD BUSINESS**

**North Ashland Road Right of Way issues:** Chief Randall informed the Selectboard that the Police Department has been getting complaints regarding vehicles constantly parked in the Right of Way on North Ashland Road. Pictures of the area were circulated among the Selectmen. DPW Director Craig Moore and Chief Randall went to the area and confirmed there is a camper trailer parked on the side of the road and that there may be someone living in it. Erosion is also a problem in this area and with the property being uphill will end up entering the river. Suggestions of installing utility poles or a barrier to minimize parking in this area and sending another letter to the owners were made. Chair Newton said the Building Inspector needs to consulted about code violations and asked TA Smith to draft a letter to the owners for the Board of Selectmen to review. TA Smith will consult legal counsel regarding parking and Right of Way fines.

**SELECTBOARD ITEMS**

- **Ashland Appreciation Day:** The back of the Town Hall was landscaped by the DPW and volunteers. Selectman DeWolfe thanked the DPW and the volunteers who joined in.
- **Deliberative Session 2019:** The Board of Selectmen agreed that the date and time of the 2019 Deliberative Session will be on February 2, 2019 at 10:00 AM.
- **Budget Meetings:** The Board of Selectmen budget meetings with the Department Heads were determined to be held on Wednesday, 10/10/18 at 10 AM and on Wednesday, 10/17/18 at 10 AM.
• CNP Appraisal revaluation proposal: TA Smith asked the Selectboard if they want CNP not to collect data next year as has been done in the past. The Board agreed to have CNP collect data every other year. TA Smith will inform CNP Appraisal.

• PVTV: The recorded Town meetings will now be viewed on channel 1301 and will no longer be on channel 3. Cable subscribers will need to have a receiver in order to get channel 1301.

• Volunteers: Chair Newton conveyed the need of volunteers for various committees and boards.

PUBLIC COMMENT (Agenda Items Only)
None

BOS SIGNATURES
Purchase Order for paving Collins Street and Elderly Tax Exemption signed by majority of the Board.

NON-PUBLIC SESSION
There being no further business, a motion was made by Selectman DeWolfe to enter a nonpublic session pursuant to RSA 91-A:3, II (a) at 7:37 P.M., seconded by Vice Chair Lamos. All in favor. Selectmen Newton, Lamos, and DeWolfe present. Selectman DeWolfe made Motion to leave nonpublic session at 7:49 PM. Vice Chair Lamos seconded. Roll Call Vote: Newton, yes, Lamos, yes; DeWolfe, yes. Announcement was made that the Ashland Electric Department’s request for Town take-over of the Electric Department’s payroll for five employees was denied based on lack of resources.

Respectfully submitted,

Wendy Smith
October 2, 2018