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**ASHLAND BOARD OF SELECTMEN  
MEETING MINUTES  
MONDAY, APRIL 1, 2019  
ASHLAND ELEMENTARY SCHOOL LIBRARY  
6:30 PM**

**I. CALL TO ORDER**

Chairman Newton called the Board of Selectmen meeting to order at 6:30 p.m. with a roll call vote; Vice Chairman Kathleen DeWolfe, Selectman Leigh Sharps, Selectman Casey Barney and Selectman Eli Badger all signified they were present. Others present: Town Manager Charles Smith.

**II. PUBLIC COMMENT -**

Susan MacLeod asked to speak with the Board of Selectmen to clarify comments made at the Selectmen's March 4<sup>th</sup> meeting about the Ashland Heritage Commission (AHC) and sponsoring an event. Susan clarified that AHC was granted authority to receive funds without the Board of Selectmen's approval and how AHC sponsored a historical event for another entity the two school art programs. AHC did not receive funds for the event.

**III. APPROVAL OF MINUTES**

**MOTION:** Vice Chairman DeWolfe  
*To approve the Board of Selectmen meeting minutes from March 18, 2019 as amended.*

**SECOND:** Selectman Sharps

**DISCUSSION:** grammatical revisions were made by the Selectmen.

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

**MOTION PASSED**

**MOTION:** Vice Chairman DeWolfe  
*To approve the Board of Selectmen meeting minutes from March 21, 2019 as amended.*

**SECOND:** Selectman Sharps

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

**MOTION PASSED**

**MOTION:** Vice Chairman DeWolfe  
*To approve the Board of Selectmen meeting minutes from March 28, 2019.*

**SECOND:** Selectman Sharps

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

**MOTION PASSED**

1 **IV. NEW BUSINESS**

2 a. **Ashland Water & Sewer – Headworks and Septage Receiving Facility bids**

3  
4 i. **Discussion:** Selectmen reviewed and discussed the two bids the town  
5 received for the installation of a new headworks and septage receiving facility.  
6 Town received two bids; 1) from PRB Construction for \$1.94M and 2) from  
7 TBuck Construction for \$2.227M. Town consultant for the project Woodard  
8 & Curran recommended the town accept the PRB bid. Board members had  
9 questions about the removal of existing building. Expectations are the  
10 removal of the building includes the concrete foundation.

11  
12 **MOTION:** Selectman Sharps

13 *To approve the Headworks and Septage Receiving Facility general contract*  
14 *package from PRB Construction for a bid amount of \$1.94M.*

15 **SECOND:** Selectman Barney

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

17 **MOTION PASSED**

18  
19 b. **NHDES and Pemigewasset River Local Advisory Committee (PRLAC) –**

20 Selectmen received a letter from NHDES requesting increased membership to  
21 PRLAC from local communities. Vice Chairman DeWolfe, current member on  
22 PRLAC, and Selectman Sharps spoke on the importance PRLAC provides to  
23 communities, both encouraged public membership.

24  
25 c. **Ashland Memorial Park Trustees appointment –** Susan MacLeod, current member  
26 of the Memorial Park Trustees, applied to be reappointed to the committee. Susan  
27 provided members in attendance the general role and responsibility of the park  
28 trustees. Memorial Park has a trust fund with the Ashland Trustees of the Trust Funds.  
29 These funds are used for maintenance at the park. Memorial Park Trustees also do a  
30 lot of volunteer work for the park.

31  
32 **MOTION:** Vice Chairman DeWolfe

33 *To appoint Susan MacLeod to the Ashland Memorial Park Trustees for a*  
34 *three- year term.*

35 **SECOND:** Selectman Sharps

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

37 **MOTION PASSED**

38  
39 **V. OLD BUSINESS**

40  
41 a. **LCHIP –** Town Manager Smith gave an update to the Board of Selectmen about the  
42 LCHIP grant for the Town Office building. Architect consultant hired through the  
43 grant has completed a conceptual draft design to reconstruct the town office. Draft  
44 designs are in the town office for review. Consultant will make further alterations  
45 before final design.

- 1           b. **Parks and Rec** – Town Manager Smith updated the Board and public about  
2           upcoming Summer Camp sign ups to be held on April 9<sup>th</sup> from 3:30 p.m. to 5:30 p.m.  
3  
4           c. **Water and Sewer Advisory Committee** – Town Manager Smith informed the Board  
5           that the Water & Sewer Commissioners agreed to be advisors to the Town Manager  
6           for the new septage receiving facility and the department in general.  
7  
8           d. **Utility Departments Budget Expenditures** – Board members had a brief discussion  
9           about their oversight responsibility for the utility department budgets. Town Manager  
10          Smith recommended further oversight of the utility department expenditures until the  
11          Board has a complete understanding of the enterprise funds.  
12

13 **VI. SELECTBOARD ITEMS**

- 14          a. Selectman Sharps congratulated all the Ashland Elementary School students that were  
15          on this quarters honor roll.  
16

17 **VII. NON – PUBLIC SESSION;** pursuant to RSA 91 – A:3, II (a) the Board entered nonpublic  
18 session at 6:59 p.m. and reconvened shortly thereafter at 7:02 p.m. Board announced a salary  
19 increase to the DPW Director position (\$55K to \$57K) per approved town budget.  
20

21 **VIII.** Board of Selectmen adjourned their meeting at 7:03 p.m.  
22

23 *The minutes for this meeting were written by Town Manager Charles Smith on April 2, 2019.*