I. CALL TO ORDER

Chairman of the Board Fran Newton opened the meeting at 9 a.m. and Vice Chairman Kathleen DeWolfe, Selectman Eli Badger, and Selectman Sharps were present. Selectman Barney had a prior engagement and was absent. Town Manager Smith was also present.

II. NEW BUSINESS

a. Public Relations – note; prior to the start of discussion on this topic Chairman Newton recused herself as the matter involved her husband David Toth. On David’s recent application for appointment to public bodies (CIP, Economic Development, and ZBA) he expressed interest in public relations. David recommended that the Selectmen create a position for town public relations. Vice Chairman DeWolfe recommended that public relations be included with Economic Development Committee. Selectman Badger concurred and included having P/R would be beneficial for the Town Manager. Board members are to work on topics and goals that should work best for town relations and if they move forward would consider David to help on these subject matters.

b. Ashland Historical Society (AHS) – Selectmen addressed a letter from AHS about installing a dehumidifier in the basement of the Whipple House. (All alterations on the property are to have preapproval of the Board). Selectmen have asked for further details about the installation before deciding.

   i. At the recent Selectmen meeting DPW mentioned the “Old Town Clock” was in storage which DPW would like to clean the building to use for their equipment. Director Moore asked if AHS would consider taking the clock. AHS was receptive and formally asked in the AHS memo. Board agreed to donate the clock to AHS.

   MOTION: Selectman Sharps
   To donate the old town clock to AHS.
   SECOND: Chairman Newton
   VOTE: 4-0
   MOTION PASSED

c. Town Manager

   i. Town auditors – Town Manager Smith brokered the conversation with the Selectmen about changing the town auditors next fiscal year as the current agreement with Melanson Heath has expired.
ii. **Town manager contract** – Town Manager Smith to work on drafting a contract for the position. Board to review and vote with a full board.

d. **Board of Selectmen Rules of Procedure** – the Board reviewed the rules from 2013 and voted to void the policy for the time being. Board’s going to have a work session to adopt new rules of procedure and hold a public meeting to go over legal definitions, official Selectmen duties and procedures.

i. **Note:** Selectman Sharps attached comments about this subject which are written below.

```
MOTION: Chairman Newton
To null and void the 2013 Board of Selectmen rules of procedure.
SECOND: Selectman Sharps
VOTE: 4-0
MOTION PASSED
```

e. **Former Ashland Electric Commissioners nonpublic meeting minutes** – board agreed to review the Commissioners sealed nonpublic minutes and determine whether they should be unsealed.

```
MOTION: Selectman Badger
To review the former Electric Commissioners nonpublic minutes.
SECOND: Selectman Sharps
VOTE: 4-0
MOTION PASSED
```

III. **Selectmen Sharps comments about the Board of Selectmen Rules of Procedure:**

“The Board reviewed a previous Selectmen Rules of Procedure policy written in 2011, adopted 2011, amended in 2013, but neither adopted in 2013 and there are no further dates and no signatures. The Board unanimously vote to “null and void” the document though NHMA said it was unnecessary and had become ineffective in 2014 when a new five-man board was seated. The 2014 board through 2019 board did not and have not approved or adopted any new rules of procedure which must be voted on at a meeting. The board also unanimously vote to “null and void” a lengthier Board of Procedure document, which had no signatures and no date at all, no recorded adoption or vote on it either. These decisions are now permanent. The board discussed writing new procedures, briefly, but no decisions were made at this time. If one is adopted, it is noted, it is a board issue not the publics and does not require a public hearing (as draft mins said). Selectman Sharps suggested at a future meeting in public and both for the board and public’s benefit the board go over some legal terms, such as abstain, chair duties, board member duties, etc. and revisit the “public comment” section on the agendas, which was voted on to adopt in 2017.”

IV. Board of Selectmen adjourned their meeting at 11:05 a.m.

*Town Manager Charles Smith wrote these meeting minutes on May 23, 2019.*