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**ASHLAND BOARD OF SELECTMEN
WORK SESSION MEETING MINUTES
FRIDAY, MAY 31, 2019
ASHLAND UTILITY BUILDING
9:00 A.M.**

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I. CALL TO ORDER

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Chairman of the Board Fran Newton opened the meeting at 9 a.m. with Vice Chairman Kathleen DeWolfe, Selectman Eli Badger, and Selectman Leigh Sharps present, Selectman Casey Barney was absent. Town Manager Charles Smith was also present.

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II. NEW BUSINESS

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a. Town Treasurer Linda Guyotte – Ashland Water enterprise fund

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- i. Treasurer Guyotte informed the Board of Selectmen there was a cash shortage with the water enterprise fund. Currently, the water fund has \$7,500 cash on hand with \$20,000 in outstanding payments. Reason being the water rates need to be increased to cover operations. Selectmen talked about the revenue the water and sewer funds take in each month and the subsequent allocation of operational expenses. To handle the outstanding debt obligations Treasurer Guyotte recommended the Selectmen repurpose the intent of the Water Tank Capital Reserve Fund (CRF) and liquidate funds.

MOTION: Selectman Badger

To change the purpose of the Water Tank CRF to the Water Infrastructure CRF.

SECOND: Selectman DeWolfe

VOTE: 4-0

MOTION PASSED

MOTION: Selectman Badger

To release \$30,000 from the Water Infrastructure CRF.

SECOND: Selectman DeWolfe

VOTE: 4-0

MOTION PASSED

b. Town Manager and Police Chief contracts

- i. Selectmen reviewed draft contracts for the Town Manager and Police Chief positions. Board members requested the contracts be sent to legal counsel for review before official vote.

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c. Whipple House lease agreement

i. Board members reviewed the suggested changes to the Whipple House lease agreement from the Ashland Historical Society.

d. Town Manager updates

i. Town Manager Smith provided the Selectmen with updates on the operations from the utility departments and also reviewed agenda items for Monday's Board meeting.

III. Board of Selectmen adjourned their meeting at 10:40 a.m.

Town Manager Charles Smith wrote these meeting minutes on June 3, 2019.