ASHLAND BOARD OF SELECTMEN
WORK SESSION MEETING
MONDAY, DECEMBER 16, 2019
ASHLAND WATER & SEWER CONFERENCE ROOM – 6 COLLINS ST.
6:30 P.M.

I. CALL TO ORDER – the Chairman of the Board Frances Newton called this meeting to
order at 6:30 p.m. with a roll call. Vice Chairman of the Board Kathleen DeWolfe, Selectman
Leigh Sharps, Selectman Case Barney, and Selectman Eli Badger all signified they were
present and acknowledging a quorum of the board.

II. APPROVAL OF MINUTES

MOTION: Vice Chairman DeWolfe
To approve the meeting minutes from December 2, 2019.
SECOND: Selectman Sharps
VOTE: 5-0
MOTION PASSED

III. NEW BUSINESS

a. Elizabeth Figueroa – approached the Board of Selectmen to request the approval of
closing Squam River Bridge for Ms. Figueroa to hold her wedding vows. Request
was for August 22nd, 2020 between 4 p.m. and 5 p.m. Ms. Figueroa expects about 70
people to be present. No chairs or further gathering shall occur and parking will be
handled at the neighboring marina. Board recommended a police detail be present and
approved the request.

MOTION: Vice Chairman DeWolfe
To allow Ms. Figueroa to close the Squam River Bridge to hold her wedding vows.
SECOND: Selectman Sharps
VOTE: 5-0
MOTION PASSED

b. Ashland Department Head yearly presentations – town department heads gave
presentations about the yearly on goings from their department and mentioned goals
for next year. A few highlights:

i. Ashland Town Clerk/Tax Collector Patricia Tucker – as of December
collected $346,923 in motor vehicle registrations, 400 dog licenses issued,
1,222 vital records, and over 90% of property taxes have been received.
TC/TC Tucker thanked the residents for their commitment to paying fees and
taxes and concluded by mentioning the various duties and responsibilities of
the TC/TC position.

ii. Ashland Parks & Recreation Director Ann Barney – the after-school
program averages 28 kids/day, 35 kids attended Summer Camp. Kids this
year had a many fun events during the year, such as the “Messy Olympics”
with many donations from local businesses. At the town beach lifeguards
offered swim lessons, DPW helped with the removal of trees, and a new
security system was installed. Volunteers helped repair the ball field at the
town park. A new A/C unit was donated to the Parks & Rec for the Booster
Club. Director Barney thanked the many businesses and volunteers of the
community for their time and efforts in helping the department and programs.
Director Barney requested support for two warrant articles; one to repair the
tennis and basketball courts, other to change the Capital Reserve Fund (CRF)
to include grounds, which if changed can help with the expenses at the park
and beach.

iii. **Ashland Fire Department Chief Steve Heath** – immediately mentioned the
success of the new fire fighter per diem program and thanked the town for
their support. Having per diem firemen has vastly improved the department’s
response time. Chief Heath explained about the equipment testing completed,
repairs to Ladder 1, Engine 1, and Ambulance 1. Ashland Fire Department
applied for many grants and was awarded almost $13,000 which was used to
offset taxation. Next year will be the final year for the fire engine lease
payment.

iv. **Ashland Department of Public Works Director Craig Moore** – in 2019
DPW Director Moore and his crew responded to 38 snow events that required
treatment of the town roads. DPW helped with the removal of the trees at the
town beach and made improvements to the beach parking lot. DPW ditched,
graded, and capped all the town dirt roads with ledge pack, this improves
drainage and kept the water off the roads. DPW saved the town thousands by
completing site work at the Fire Station, Transfer Station and Wastewater
Treatment Facility prior to paving applications. At the Ashland Transfer
Station, the road leading to the facility was paved. A new storage building and
scale were installed, both items previously approved by town vote. Highland
Street and Leavitt Hill were paved this year. Next year; DPW intends on
working with Water & Sewer to repair Hillside Ave, shim and overlay
Thompson Street, and if approved replace the 2011 Ford F550 truck.

v. **Ashland Water & Sewer Superintendent Russell Cross** – immediately
mentioned how his position now works under the town. Previously, the
department was administered through a contractual operations consultant.
During the year a few highlights for Water & Sewer; the department had 30
seasonal water turn on/offs, flushed the water distribution, and had a water
main break on River Street. Water & Sewer met all their permit requirements
with the state. The Headworks & Septage Receiving project is near
completion with expectations being it will finish next spring. Water & Sewer
has two warrant articles this year; first being to study the lagoons with the
other to implement energy efficiency measures at the treatment plant.

vi. **Ashland Police Department Chief William Ulwick** – gave best wishes to
the staff at the PD who moved onto other career ventures. Ashland PD
welcomed three new police officers and restructured roles. Former Lt Ulwick
was promoted to Chief, Sergeant Gray became Lt., and the PD hired a new
Sergeant. Chief Ulwick thanked former Chief Randall for the support with the
transition to Chief. The PD replaced the 2010 Ford Expedition with a 2019
Dodge Ram special services pickup truck. Now the department does not have
to rely on other agencies or towns in moving bicycles or large pieces of
evidence. In 2019, Ashland PD handled 3,885 calls, 1,108 incident reports, 95
arrests, 15 felony case referrals with 26 charges brought forward, 629 citations
written and 116 parking tickets. Chief Ulwick’s goal for the department next
year is to have a stronger community policing model. Expectations are police
officers will be present at town events and on foot patrol through downtown.

vii. Ashland Electric Department – the Town Manager, Smith, provided an
update about AED. Most notable was the department hiring a consultant after
the Superintendent resigned. AED also hired a new apprentice linesman in
2019. Next year AED will be fiscally responsible to build reserves that are
lower than expected. Goal is to improve the infrastructure being, replace old
equipment, line wires, poles, overall to reduce the number of outages.

viii. Ashland Town Office – the engineering for the sidewalk project (TAP Grant
with NHDOT) is close to complete with expectations are the project will go
out to construction bid in February/March 2020. The Structural Report
(LCHIP study) was sent to the state for approval. Contractors have been
contacted to replace the windows at the Town Office (recommendation from
the LCHIP study).

ix. Ashland Town Library – installed a little free Library in Memorial Park
where members of the community can read/use/share books at no expense.
The Library also installed a little free pantry were the community can receive
various perishable items.

c. Ashland Public Works purchase vehicle lift – DPW Moore requested the approval
for the department purchasing a new vehicle lift. Currently the Town Mechanic uses
floor jacks to work underneath town vehicles, with the newer vehicles this has become
difficult and a cause for safety concerns. Expenditure would be from the Highway
Block Grant (Road Improvement Line) which is revenue received from the state and
no taxation. Board approved the request.

MOTION: Vice Chairman DeWolfe
To approve the purchase of a new vehicle lift for the maintenance of town vehicles
with the expense not to exceed $8,000.
SECOND: Selectman Sharps
VOTE: 5-0
MOTION PASSED

d. Ashland Police Department purchase of a radar speed trailer – Chief Ulwick
requested the approval to purchase a new radar speed trailer that would be used to
slow vehicles down in areas around town and keep citizens safe. Chief Ulwick
received three quotes and found the lowest bid ($6,463) to be the most effective.
Expense for the item will be from the recent unanticipated revenue received from the
state. Board approved the expense.
MOTION: Vice Chairman DeWolfé
To approve the expense of $6,463 for a speed radar trailer with funds from the unanticipated revenue.
SECOND: Selectman Sharps
VOTE: 5-0
MOTION PASSED

IV. SELECTBOARD ITEMS
a. Next Board of Selectmen meeting – Board members confirmed their next meeting to be Monday, December 30th at 10 a.m. in the Water/Sewer Conference Room to prepare the town warrant.

b. Land Use Public Hearing – Chairman of the Ashland Planning Board Mardean Badger notified the public about the upcoming public hearing for amendments to the town zoning ordinances and building regulations. Public hearings are scheduled for Monday, December 23rd at 6:30 p.m. in the Ashland Water/Sewer Conference Room, followed by a hearing on Monday, January 13th at 6:30 p.m. in the Ashland Water/Sewer Conference Room.

c. Selectman Announcements – Selectman Sharps made a motion that any member of the Board may personally make announcements about nonprofit events but not for political, religious, and for-profit events unless it benefits the town. Motion was seconded by Chairman Newton. After further discussion amongst the Board, consensus was the board members would adhere to this motion and did not need a vote. Motion was rescinded by Selectman Sharps.

d. Little Squam Watershed – Selectman Sharps mentioned that the watershed held their last meeting of the year. Squam Lake Association has completed a water testing draft report with the results determining water is very good to excellent on the lake. Report and the testing results are on the Squam Lake Association website.

e. Christmas Night in Ashland – Selectman Sharps thanked all the volunteers and public service workers who helped with the event. Selectman Sharps also thanked the Fire Department and auxiliary for their work with the Christmas toy program.

V. NONPUBLIC SESSION

MOTION: Selectman Barney
To enter nonpublic session under RSA 91-A:3, II (a).
SECOND: Selectman Sharps
VOTE: 5-0
MOTION PASSED
ENTERED: 8:20 p.m.
REENTERED: 8:49 p.m.

VI. ADJOURNED – Board adjourned their meeting at 8:50 p.m.

Town Manager Charles Smith wrote these meeting minutes on December 17, 2019.