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**TOWN OF ASHLAND
BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, MARCH 30, 2020
ASHLAND TOWN OFFICE
5:30 P.M.**

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Note: due to concerns over COVID – 19 the Governor declared an Emergency Order #12 pursuant to Executive Order 2020 – 04 that waived the provision (RSA 91-A2, III (b)) in which a quorum of the board must be physically present. The board had a quorum physically present for this meeting but in the event, others were not able to attend, the town set up a teleconference and zoom video conference. Due to technical difficulties the meeting was scheduled to be at the Ashland Water & Sewer conference room but was moved to the Town Office.

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I. CALL TO ORDER – Prior to calling the meeting to order, the Town of Ashland Chairman of the Board Eli Badger read a meeting preamble invoking the provisions of RSA 91-A: 2, III (b) and stated that all votes shall be done by roll call vote. Chairman Badger and Selectmen Frances Newton were present for the meeting but used the zoom video conference function. Vice Chairman Kathleen DeWolfe, Selectman Allan Cilley and Selectman Jamie Lyford were physically present. Also present with Chairman Badger was Mardean Badger. Present at the meeting; Town Manager Charles Smith, Town Clerk/Tax Collector Patricia Tucker, Chief Will Ulwick, Public Works Director Craig Moore and David Ruell reporting for the newspaper. The meeting started at 5:35 p.m.

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II. APPROVAL OF MINUTES

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MOTION: Vice Chairman DeWolfe
To approve the meeting minutes of March 16, 2020.
SECOND: Selectman Newton
VOTE: 3-0
MOTION PASSED

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III. NEW BUSINESS

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a. Ashland Town Clerk/Tax Collector:

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i. Deputy Town Clerk/Tax Collector Appointment – Vice Chairman of the Board Kathleen DeWolfe updated the Board of Selectmen about the state statute pertaining to this position and how the oversight would fall under the Town Clerk/Tax Collector. Vice Chairman DeWolfe expressed concerns with the lone applicant was related to the Town Clerk/Tax Collector. At this time Vice Chairman DeWolfe did not believe there was an emergency to appoint a Deputy and made the following motion:

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MOTION: Vice Chairman DeWolfe
To hold the position open until a candidate satisfies the town policy.
SECOND: Selectman Lyford

1 **DISCUSSION:** Chairman Badger questioned what happens if the board
2 doesn't receive another applicant? Vice Chairman DeWolfe read a section of
3 the personnel policy about employment of relatives, in which, "no immediate
4 relative of the hiring authority shall be employed by the town, unless no other
5 qualified person applies for the vacant position" was stated. Vice Chairman
6 DeWolfe preferred to advertise longer. Selectman Lyford had concerns with a
7 relative being a superior. Selectman Newton suggested changing the motion to
8 keep the position open until May 4th. Board agreed.

9 **MOTION CHANGED:**

10 *To hold the Deputy Town Clerk/Tax Collector position open for applicants until*
11 *May 4th.*

12 **VOTE:** 4 – 1 (Selectman Cilley voted nay)

13 **MOTION PASSED**

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- 15 ii. **Ashland camper tax** – Town Clerk/Tax Collector Tucker asked the board if
16 they wanted to waive a camper being taxed on the first billing due to COVID –
17 19. The owner of the camper lives in Massachusetts and has had difficulty
18 registering the camper by the April deadline. Taxation will occur on the second
19 billing.

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21 **MOTION:** Selectman Newton

22 *To waive the April 1st registration fee for the camper living in Massachusetts.*

23 **SECOND:** Selectman Cilley

24 **VOTE:** 5 – 0

25 **MOTION PASSED**

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- 27 iii. **List of Tax Deeds:** Tax Collector Tucker said the deadline list of tax deeded
28 properties is May 27th. Since the timing of the list isn't good the Tax Collector
29 asked for a 'blanket deed waiver.' Letter will still be sent out to property owners
30 on the list saying they are still responsible to pay. The properties will be on the
31 tax lien list and continue to accrue interest for late payment.

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33 **MOTION:** Selectman Newton

34 *To allow the Tax Collector to use a blanket deed waiver for this year's tax*
35 *deeded properties.*

36 **SECOND:** Vice Chairman DeWolfe

37 **VOTE:** 5 – 0

38 **MOTION PASSED**

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- 40 iv. **Northern Pass files** – Town Clerk Tucker asked the Board about throwing
41 away the old Northern Pass files. Board concurred but asked to try and keep
42 items that might pertain to the town.

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- 44 b. **Ashland Police Department acceptance of donation** – Ashland Police Chief Ulwick
45 made a request to the board for the acceptance of a \$740 donation from Meredith Village
46 Savings Bank (MVSBS) to purchase of an Automated Electric Defibrillator (AED) for a

1 police cruiser. The board accepted the donation and thanked MVSB for the donation.

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3 **MOTION:** Vice Chairman DeWolfe

4 *To accept the \$740 donation from MVSB for the purchase of an AED.*

5 **SECOND:** Selectman Newton

6 **VOTE:** 5-0

7 **MOTION PASSED**

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9 c. **Ashland union town employees Collective Bargaining Agreement** – Town Manager
10 Smith reviewed a few highlights and negotiated changes to the agreement. Financial
11 increases to the agreement were approved at town vote in March 2020. Agreement
12 takes effect April 1st, 2020 and ends March 31st, 2023.

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14 **MOTION:** Selectman Newton

15 *To accept the union town employees collective bargaining agreement.*

16 **SECOND:** Vice Chairman DeWolfe

17 **DISCUSSION:** Selectman Cilley did not agree with wages and compensation
18 increases being based on a percentage.

19 **VOTE:** 4-0-1 (Selectman Cilley abstained)

20 **MOTION PASSED**

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22 **IV. SELECTBOARD ITEMS**

- 23 a. **Ashland Scribner Trustee appointments** – Vice Chairman DeWolfe requested the
24 appointment interviews for the Scribner Trustees start at the boards next meeting
25 Monday, April 6th. Due to the COVID – 19 issues and social distancing it was
26 encouraged the applicants be interviewed via phone and video conferencing. Selectman
27 Cilley asked whether it was a requirement applicant attend? Chairman Badger said it
28 was the applicant’s choice but prefers the candidates appear for the interview. Town
29 Manager Smith to schedule the interviews for Monday, April 6.
- 30 b. **Online meetings** – Selectman Newton encourage the board to have phone and video
31 conference meetings until our community gets through the COVID – 19 pandemic.
- 32 c. **Town budget** – Selectman Lyford made a motion that until at least May 4th the
33 departments have a spending freeze on the budget and only essential needed purchases
34 are completed until at least May 4th. Motion wasn’t seconded. Selectman Cilley
35 mentioned the board shouldn’t hinder the utility departments with this spending freeze.
36 Board asked that the departments justify any nonessential spending requests.

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38 **V. ADJOURNED** – the Board of Selectmen adjourned at 6:52 p.m. and will reconvene at their
39 next meeting scheduled for Monday, April 6, 2020.

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41 *On behalf of the Ashland Board of Selectmen Town Manager Charles Smith wrote these meeting*
42 *minutes on April 1, 2020.*