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**TOWN OF ASHLAND
BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, APRIL 6, 2020
ASHLAND TOWN OFFICE
5:30 P.M.**

Note: this meeting was conducted over zoom video and tele conference, this was allowed when the Governor declared Emergency Order #12 (in relation to Covid -19) and waived the physical presence of board members (RSA 91-A2, III (b)).

- I. CALL TO ORDER** – Town of Ashland Chairman of the Board Eli Badger called the meeting to order at 5:30 p.m. with a roll call; Vice Chairman Kathleen DeWolfe and Selectman Allan Cilley were physically present at the Town Office. Chairman Eli Badger, Selectman Frances Newton and Selectmen Jamie Lyford video conferenced into the meeting.

II. APPROVAL OF MINUTES

MOTION: Vice Chairman DeWolfe

To approve the meeting minutes of March 30, 2020.

SECOND: Selectman Newton

VOTE: 5-0

MOTION PASSED

III. NEW BUSINESS

- a. **Scribner Trustee appointment interviews:** The Board interviewed four applicants (Susan MacLeod, Lisa Rollins, Rich Pare, and Dick Ogden for reappointment) to be appointed as Scribner Trustees. There were two positions for appointment first was one-year appointment (Amanda Loud resigned following her election to be Trustee of the Trust Funds) second being a two-year appointment (Dick Ogden's appointment expires April 30, 2020). Chairman Badger asked the applicant's which appointment they preferred; Susan MacLeod and Rich Pare were interested in the one-year appointment, Lisa Rollins had no preference. Each applicant explained their qualifications for the appointment and what they would like to change.

MOTION: Vice Chairman DeWolfe

To vote on the one-year Scribner Trustee appointment.

SECOND: Selectman Newton

DISCUSSION: Selectman Cilley asked if all these positions were open for discussion? Board confirmed they were.

VOTE: 5 – 0

MOTION PASSED

1 **MOTION:** Selectman Newton
2 *To nominate Susan MacLeod for the one-year term as a Scribner Trustee.*

3 **SECOND:** Vice Chairman DeWolfe

4 **DISCUSSION:** Vice Chairman DeWolfe stated that in reviewing the applicants and
5 before determining her vote looked for cooperation, communication, and compliance
6 with state law.

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

8 **MOTION PASSED**

9
10 *Note: Selectman Cilley made a motion to put the last vote to the side, based on*
11 *confusion with the vote. Motion was not seconded. Board clarified the situation and*
12 *Selectman Cilley changed his vote to “nay.”*

13
14 **MOTION:** Vice Chairman DeWolfe

15 *To nominate Lisa Rollins for the two-year term as a Scribner Trustee.*

16 **SECOND:** Selectman Newton

17 **DISCUSSION:** Selectman Cilley felt there was a conflict of interest with this
18 appointment and that Lisa Rollins could make decisions that affected her job (Lisa
19 works at the library). Selectman Newton clarified that library employees report to the
20 Library Trustees not the Scribner’s who oversee the building and trust fund. Selectman
21 Newton asked the applicants if they would take a stipend? (Lisa Rollins and Susan
22 MacLeod said they would not). Vice Chairman DeWolfe reiterated her decision would
23 be based on cooperation, communication, and compliance – DeWolfe felt she only saw
24 this in two applicants.

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

26 **MOTION PASSED**

27
28 *Note: Selectman Cilley made a motion to nominate Dick Ogden to the two-year*
29 *appointment but the motion was not seconded.*

30
31 **b. Ashland employee compensation**

- 32 i. **Police Department Hazardous Duty Pay Stipend** – the State Employees’
33 Association of New Hampshire (SEIU Local 1984) on behalf of its members
34 Ashland Police Department submitted a proposal to the town to incorporate a
35 \$2/per hour Hazardous Duty Pay Stipend for police officers as they face a higher
36 risk of exposure to coronavirus (COVID – 19).

37
38 **DISCUSSION:** Vice Chairman DeWolfe asked Chief Ulwick how much
39 police officers are interacting with the public? Chief Ulwick said they still
40 interact quite a bit during this pandemic. Public Works Director Craig Moore,
41 also an on-call EMT with the Ashland Fire Department, provided a recent
42 example in which the Police Department were in close contact with the public.
43 Selectman Newton expressed her support for the Ashland Police Department
44 but had concerns about the town budget and not knowing whether property
45 taxes would be collected in June. Selectman Newton would rather see a bonus
46 given later in the year. Town Manager Smith supported the proposal, if not \$2

1 then \$1 and suggested the board revisit this in May because nobody knows how
2 long the pandemic will go on for. Town Manager Smith reminded the board the
3 Ashland Police Department are our first responders, they are on the front lines
4 of this pandemic, and when they receive a call, officers don't always know what
5 they are going into. They are putting themselves and their families at risk of
6 contracting coronavirus. Town Manager Smith also mentioned the same can be
7 said for the Fire Department and they should see a similar stipend even if they
8 are not part of the union. Town Manager Smith to continue the discussion about
9 something similar with the Fire Chief. Selectman Cilley felt that the Fire
10 Department and any other town employee that came in closes contact to the
11 public should be included. There was no further discussion.
12

13 **MOTION:** Vice Chairman DeWolfe

14 *To incorporate a Hazardous Duty Pay Stipend in the amount of \$1/per hour for*
15 *police officers effective until the week of May 4th.*

16 **SECOND:** Selectman Newton

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

18 **MOTION PASSED**
19

- 20 ii. **Ashland Town Clerk/Tax Collector (TC/TX)** – previously submitted
21 personnel action form requesting a 3% pay increase.
22

23 **DISCUSSION:** Vice Chairman DeWolfe mentioned how the position is
24 elected and as such the salary for the position should be voted upon by the
25 public. Selectman Cilley asked the vote on the matter tonight and not delay the
26 vote further. Selectman Lyford mentioned that since the budget went default
27 and the raise was not in the default its difficult to grant the raise. Selectman
28 Lyford preferred waiting on the measure. Chairman Badger informed new
29 members of the board when the Selectmen prepared the budget in November
30 the board recommended a \$1,000 increase to be split between the TC/TX
31 longevity lines. Selectman Newton had no issue with the \$1,000 amount.
32 Chairman Badger felt any raise should be expended form the longevity lines.
33

34 **MOTION:** Vice Chairman DeWolfe

35 *To grant a \$500 pay increase to each longevity line for the Town Clerk/Tax*
36 *Collector for a total pay increase of \$1,000.*

37 **SECOND:** Selectman Newton

38 **VOTE:** 5 – 0

39 **MOTION PASSED**
40

- 41 iii. **Ashland Public Works paving projects** – Public Works Director Craig Moore
42 forwarded a proposal from GMI Asphalt, paving specialist, to repave
43 Thompson St., High St., Smith Hill Rd., and Depot St. Director Moore said the
44 roads are in desperate repairs and damage equipment. In the future the roads
45 will be a total road reconstruction project. Selectman Lyford asked about ADA
46 requirements and if the town could reclaim and repave? ADA requirements are

1 being held. Director Moore included the reclaim as part of the proposal but
2 being the roads going to be a future road reconstruction recommended the town
3 save the expense. Proposal for this project is \$133,424 with the expense to be
4 from capital reserve funds.

5
6 **MOTION:** Vice Chairman DeWolfe

7 *To approve the GMI Asphalt proposal in the amount of \$133,424 to repave*
8 *Thompson St, High St, Smith Hill Rd, and Depot St sidewalk with the*
9 *expenditure for the project to be expended from the Highway Road*
10 *Improvement Capital Reserve Fund.*

11 **SECOND:** Selectman Newton

12 **VOTE:** 5 – 0

13 **MOTION PASSED**

14
15 **IV. SELECTBOARD ITEMS**

- 16 a. **Ashland Police and Fire Department Good Morning Program** – Chief Ulwick
17 provided a brief comment to the Board of Selectmen that last week the program saved
18 a life. During their general call ins, they did not have a response from an applicant,
19 immediately went to the residence and were able to transport the applicant to the
20 hospital.
- 21 b. **Cornavirus (COVID – 19)** – Town Manager Smith read a prepared statement about
22 the current pandemic. The number of cases increased since the last update provide in
23 March. Town Manager Smith reminded the public to continue to follow the Governor’s
24 order of stay at home, only leave if necessary, continue to keep social distancing, wipe
25 down items, wash your hands, and please call 9-1-1 with life threatening emergencies.
26 Town Manager Smith also asked if citizens call 9-1-1 to provide their symptoms to the
27 operator as it helps first responders prepare prior to going to the call.
- 28 c. **Ashland 4th of July Event** – Selectman Newton brokered the conversation with the
29 Board members about deciding on whether the Board should cancel or postpone the
30 event due to the outbreak of COVID – 19. If the stay at home order were to be continued
31 by the Governor past May 4th that might not be enough time to prepare for the event?
32 Chief Ulwick said the Police Department would need four to six weeks to obtain a
33 permit for the parade and arrange police details. Vice Chairman DeWolfe was in favor
34 of postponement and working with the 4th of July Committee on another date. Board
35 asked the Town Manager to schedule the committee members to be at their next meeting
36 before a decision is made about the event.

- 37
38 **V. ADJOURNED** – the Board of Selectmen adjourned this meeting at 7:45 p.m. until they
39 reconvene on Monday, April 20, 2020.

40
41 *On behalf of the Ashland Board of Selectmen Town Manager Charles Smith wrote these meeting*
42 *minutes on April 9, 2020.*