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**TOWN OF ASHLAND
BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, MAY 18, 2020
ASHLAND TOWN OFFICE
5:30 P.M.**

Note: this meeting was conducted over zoom video and teleconference, per the exception provided by the Governor's Emergency Order #12 (in relation to the Covid -19 pandemic). Emergency Order #12 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; Chairman Eli Badger, Vice Chairman Kathleen DeWolfe, Selectmen Frances Newton, Alan Cilley, and Jamie Lyford all signified they were present via the video and teleconference.

II. APPROVAL OF MINUTES

MOTION: Selectman Newton

To approve the meeting minutes of May 4, 2020.

SECOND: Vice Chairman DeWolfe

DISCUSSION: Vice Chairman DeWolfe added “admin” on page 2, line 17.

VOTE: 5 – 0

MOTION PASSED

III. NEW BUSINESS

a. Ashland Town Clerk/Tax Collector (TC/TC)

- i. **June property tax warrant (billing) and Intent to Cut Form** – TC/TC Patricia Tucker asked, at the least, three Selectmen visit the Town Office to sign June's property tax warrant (billing) and an Intent to Cut Form. Both need a quorum of the board to sign for processing.

- ii. **Ashland Deputy Town Clerk appointment interview** – TC/TC Tucker recommended the board appoint Jeanette Stewart as the Deputy. Board interviewed Ms. Stewart for the vacant position. Ms. Stewart provided background qualifications and felt with her prior public official duties she would be a great asset to the town. TC/TC Tucker recommended Ms. Stewart as she was someone she could work closely with.

MOTION: Selectman Lyford

To appoint Jeanette Stewart as the Deputy Town Clerk.

SECOND: Selectman Cilley

DISCUSSION: Vice Chairman DeWolfe asked about training. TC/TC Tucker replied she would have to check with the state, but because of the social distancing measures [covid pandemic], training might have to be done online.

VOTE: 3 – 2

1 **MOTION PASSED**

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3 **b. Ashland Parks & Recreation**

4 i. **Town Beach** – Parks & Recreation Director Ann Barney provided the board
5 with plans on how the town could possibly open the town beach this summer.
6 Board members had concerns about beach visitors keeping a social distance, the
7 safety of staff, and their increased responsibilities. Consensus of the board was
8 to delay a decision on opening the beach until their June meeting.

9 ii. **Summer Camp** – Parks & Recreation Director Barney started the conversation
10 with the Selectmen about the town offering the summer camp program this year.
11 Director Barney mentioned that it might be difficult to have the program with
12 the current social distancing measures (no more than ten people gathering).
13 Board was not in favor of opening the program this summer out of public health
14 concerns and the spread of the Covid virus.

15 **MOTION:** Vice Chairman DeWolfe

16 *To cancel 2020 Parks & Rec Summer Camp.*

17 **SECOND:** Selectman Newton

18 **VOTE:** 5 – 0

19 **MOTION PASSED**

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22 **c. Winona Road fence complaint** – Ashland resident Shelly Thompson made a formal
23 complaint to the Board of Selectmen about a fence not having a building permit. Town
24 Manager Smith to investigate the issue further and notify resident about permit.
25

26 **IV. OLD BUSINESS**

27 a. **Ashland 4th of July Celebration** – after the recent 4th of July Committee meeting the
28 Board of Selectmen revisited the subject of having the celebration. At their May 13th
29 meeting the committee voted to cancel the fireworks. Many surrounding towns have
30 also cancelled their celebrations. Due to public health concerns (Covid pandemic) the
31 Board voted not to hold the event this year.
32

33 **MOTION:** Vice Chairman DeWolfe

34 *Motion (with regret) and because of the Covid virus, to cancel the town 4th of July*
35 *celebration events in 2020.*

36 **SECOND:** Selectman Newton

37 **VOTE:** 5 – 0

38 **MOTION PASSED**

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40 **V. SELECTBOARD ITEMS**

41 a. **Reopening the Town Office and Utility Building** – Selectman Cilley asked the
42 Selectmen when the town was going to reopen the town office and utility building to
43 the public? Town staff to work on a plan about reopening.

44 b. **Ashland Trustees of the Trust Funds** – Town Manager Smith announced that the
45 Town Office received resignation letters from two trustees (Mark Ober and Tom
46 Peters). The public body, currently, does not have a quorum. Trustee Amanda Loud

1 mentioned the openings have caused problems with paying bills (Trustee Loud cannot
2 be the sole signatory). Trustee Loud offered to personally pay the outstanding phone
3 bill and be reimbursed, the Board thanked Ms. Loud for the offer but did not think she
4 should have to pay out of pocket expenses. Board has already received three applicants
5 for the two open positions. Both openings can be appointed by the Board, with the
6 appointment terms to be for the remainder of the unexpired term (RSA 669:73).
7 Applicants interested in the open appointments have until the end of May to apply, board
8 intends on interviewing applicants at their meeting in June.

9 **c. Ashland Board of Selectmen public body appointments**

10 i. **Ashland Budget Committee** – Chairman Badger offered to remain as the
11 board appointee, consensus of the board agreed, and they also appointed
12 Selectman Lyford as the Alternate.

13 ii. **Ashland Planning Board** – Vice Chairman DeWolfe offered to remain as the
14 ex officio member and Selectman Newton as the Alternate. Board agreed to
15 keep the status quo.

16 iii. **Ashland Heritage Commission** – Selectman Newton agreed to remain the
17 appointee and Chairman Badger would be the Alternate. Board agreed to the
18 representation.

19 **d. Ashland Zoning Board of Adjustment (ZBA)** – both Chairman Badger and
20 Selectman Cilley are currently members of the ZBA. Selectman Cilley’s term has
21 expired and Chairman Badger preferred not to remain a member out of conflict (wife
22 Mardean Badger is also a member). Selectman Cilley agreed to be reappointed and
23 Chairman Badger intends on stepping down from the ZBA.

24
25 **MOTION:** Vice Chairman DeWolfe

26 *To appoint Alan Cilley as a full member of the Ashland Zoning Board of Adjustment for*
27 *a three-year term.*

28 **SECOND:** Chairman Badger

29 **VOTE:** 4 – 0 – 1 (Selectman Cilley abstained)

30 **MOTION PASSED**

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33 **VI. ADJOURNED** – the Board of Selectmen adjourned their meeting at 7:28 p.m. and will
34 reconvene at their next meeting on Monday, June 1, 2020.

35
36 *On behalf of the Ashland Board of Selectmen Town Manager Charles Smith wrote these meeting*
37 *minutes on May 19, 2020.*