TOWN OF ASHLAND
BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, JUNE 1, 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. Chairman Badger made note that the meeting was public.

II. APPROVAL OF MINUTES

MOTION: Selectman Newton
To approve the meeting minutes of May 18, 2020.
SECOND: Vice Chairman DeWolfe
DISCUSSION: Vice Chairman DeWolfe corrected page 3 lines 5 and 6; about the appointment of the vacant trustees’ are applied under statute RSA 669:73.
VOTE: 5 – 0
MOTION PASSED

III. NEW BUSINESS
a. Ashland Parks & Recreation
i. Town Beach – Parks & Rec Director Barney discussed updated plans with the Board about opening the town beach during the ongoing pandemic. Plans include asking beach attendees to keep a social distance, preparing staff for interactions with attendees, installing signs about distancing and having staff monitor and clean the area. Director Barney advocated for the return of the lifeguards as a safety measure for everyone at the beach. Board members had concerns about maximum capacity of attendees, everyone keeping a social distance, the safety of staff, and opening without lifeguards. Director Barney estimated that no more than 60 people at one time could fit at the beach. Board agreed to open the beach to town residents, taxpayers, campground members, and waived the fee for 2020. Board also asked for a comprehensive plan that will help protect the public’s health.

MOTION: Selectman Cilley
To have the town beach open without lifeguards.
SECOND: Vice Chairman DeWolfe
DISCUSSION: Chairman Badger preferred not to open without lifeguards in
this area of town, as it could turn into a “free-for-all.” Vice Chairman DeWolfe
was not comfortable with people visiting before 10 a.m. and being asked to
leave (Beach does not open until 11 a.m.). Vice Chairman DeWolfe preferred
the beach open, but have people manage themselves, and not have staff enforce
measures.
VOTE: 0 – 5
MOTION FAILED

MOTION: Selectman Newton
To open the town beach on June 20th with lifeguards, a maximum attendance of
75 people, and to have Director Barney provide further plans.
SECOND: Selectman Cilley
VOTE: 5 – 0
MOTION PASSED

MOTION: Selectman Cilley
To open the town beach to Ashland residents, taxpayers, and campground
attendees only.
SECOND: Vice Chairman DeWolfe
VOTE: 5 – 0
MOTION PASSED

MOTION: Selectman Lyford
To waive the beach pass fee for 2020 only.
SECOND: Vice Chairman DeWolfe
VOTE: 5 – 0
MOTION PASSED

ii. Pickle Ball courts – Selectman Lyford had received inquiries from constituents
about installing a pickle ball court at the tennis courts. Director Barney
informed the board that installing pickle ball lines would alter the tennis court
lines and nets. Director Barney recommended installing the pickle ball lines at
the ice-skating rink. The Fire Department Association previously paid to have
the rink installed and Public Works takes care of the maintenance. Selectman
Lyford agreed with the new location and Vice Chairman DeWolfe preferred
documentation prior to approval. Board table topic for later discussion at their
next meeting on June 15th.

b. Ashland public body appointment interviews

i. Ashland Trustee of the Trust Funds – the Board of Selectmen interviewed
three applicants, Walter Durack, Robert Letourneau, and Dave Toth, for two
appointments to the Trustee of the Trust Funds. On May 8th, 2020, Trustee
Mark Ober resigned as trustee with his remaining term to expire in March 2022,
and Trustee Tom Peters resigned on May 11th, 2020 with his remaining term to
expire in March 2021. Board of Selectmen accepted the resignations of Mr.
Ober and Mr. Peters, per RSA 669:73, can appoint for the remaining terms.
Before the interviews Walter Durack expressed interest in the two-year term, Dave Toth in the remaining one-year term, and Robert Letourneau was interested in either term. All the applicants talked about their background and qualifications for appointment. Board appointed Walter Durack to a two-year term and the remaining term for Tom Peter’s appointment was tabled after a split vote. Board asked Mr. Letourneau to provide a resume and the Selectmen will revisit the appointment at their next meeting on June 15th. Chairman Badger read Mr. Durack his oath of office. After the appointment recently elected Trustee Amanda Loud (March 2020) asked the board to sign the meeting minutes (six times) confirming the appointment so that Mr. Durack can have signatory duties with the financial institutions holding the trust funds.

**MOTION:** Selectman Newton

*To appoint Walter Durack to a two-year term (remaining term of former Trustee Mark Ober) as Trustee of the Trust Funds.*

**SECOND:** Vice Chairman DeWolfe

**VOTE:** 5 – 0

**MOTION PASSED**

**MOTION:** Vice Chairman DeWolfe

*To appoint Dave Toth to the Trustee of the Trust Funds for the remaining term of former Trustee Tom Peters (until March 2021).*

**SECOND:** Chairman Badger

**VOTE:** 2 – 2 (Selectman Newton abstained)

**MOTION FAILED**

**MOTION:** Selectman Cilley

*To appoint Robert Letourneau to the Trustee of the Trust Funds for the remaining term of former Trustee Tom Peters (until March 2021).*

**SECOND:** Selectman Lyford

**VOTE:** 2 – 2 (Selectman Newton abstained)

**MOTION FAILED**

**ii. Ashland Heritage Commission reappointment** – John Harville came before the board for reappointment to the Ashland Heritage Commission, with no objection the board reappointed Mr. Harville to a three-year term and Chairman Badger provided the oath thereafter.

**MOTION:** Vice Chairman DeWolfe

*To nominate John Harville for a three-year term to the Ashland Heritage Commission.*

**SECOND:** Selectman Newton

**VOTE:** 5 – 0

**MOTION PASSED**
IV. OLD BUSINESS

a. Scribner Building report — after completing an inspection of the Scribner building the
Building Inspector provided a copy to the board for discussion. Board members felt the
report was a starting point for the trustees, in regard to the needed repairs to the building.
Other Selectmen believed the report needed more information before releasing.

MOTION: Vice Chairman DeWolfe
To release the Scribner Building report to the Scribner and Library Trustees.
SECOND: Selectman Newton
VOTE: 3 – 2
MOTION PASSED

V. SELECTBOARD ITEMS

a. Governors Office for Emergency Relief and Recovery (GOFERR) grant
application — Town Manager Smith explained to the board the application was so the
town could receive reimbursement for unanticipated expenses caused by the current
Covid-19 pandemic. Total allocation of the grant, which is based off the town’s
population, was not to exceed $49,501. Town does not receive full amount in advance
only reimbursed for expenses. Board agreed to allow the Town Manager to submit on
behalf of the town, authorize signing, and accept the unanticipated revenue.

MOTION: Selectman Newton
To designate Town Manager Smith as the authorized representative to apply for and
sign on behalf of the town, the Governor’s Office for Emergency Relief and Recovery
(GOFERR) Grant Agreement.
SECOND: Vice Chairman DeWolfe
VOTE: 5 – 0
MOTION PASSED

MOTION: Vice Chairman DeWolfe
To accept as unanticipated revenue the total GOFERR grant allocation of $49,501.
SECOND: Selectman Newton
VOTE: 5 – 0
MOTION PASSED
NOTE: full amount not to be disbursed in lump sum; amounts are reimbursed and based
on qualified expenditures.

b. Vendor permits — Vice Chairman DeWolfe would like to the board to consider
reviewing and updating the towns vendor permit. As a starting point, Vice Chairman
DeWolfe recommended the board review the recently revised 4th of July event permit
that was updated by town counsel. Town Manager Smith to forward the board copy of
the event permit and board to discuss subject at their meeting in July.

c. Reopening town buildings — Selectman Lyford asked the board about reopening the
town office? Town Manager Smith to attend NHMA/Primex workshop about
reopening town buildings and follow up with the board.

VI. NONPUBLIC SESSION

MOTION: Selectman Newton
*To enter nonpublic session pursuant to RSA 91-A:3, II (a).*
SECOND: Chairman Badger
VOTE: 5 – 0
MOTION PASSED
ENTERED AT: 7:39 p.m.
RECONVENED AT: 7:45 p.m.
ANNOUNCEMENT: a $1,000 stipend increase for the Welfare Director.

MOTION: Vice Chairman DeWolfe
*To enter nonpublic session pursuant to RSA 91-A:3, II (a).*
SECOND: Selectman Newton
VOTE: 5 – 0
MOTION PASSED
ENTERED AT: 7:46 p.m.
RECONVENED AT: 8:00 p.m.
ANNOUNCEMENT: have the Town Manager post for the Building Inspector/Code Enforcement Officer position, reach out to other communities about possible combine service, and consider increasing the hours/days for the position.

MOTION: Selectman Newton
*To enter nonpublic session pursuant to RSA 91-A:3, II (b).*
SECOND: Vice Chairman DeWolfe
VOTE: 5 – 0
MOTION PASSED
ENTERED AT: 8:01 p.m.
RECONVENED AT: 8:26 p.m.
ANNOUNCEMENT: make a conditional offer for accounting/finance position. Minutes were sealed.

VII. ADJOURNED – the Board of Selectmen adjourned their meeting at 8:27 p.m. and will reconvene at their next meeting on Monday, June 15, 2020.

*On behalf of the Ashland Board of Selectmen Town Manager Charles Smith wrote these meeting minutes on June 15, 2020. As a requirement to update the signatory authority with the financial institutions, for the Ashland Trustee of the Trust Funds, the Ashland Board of Selectmen have signed these meeting minutes on the following page.*
Town of Ashland - Board of Selectmen

Eli Badger, Chairman of the Board

Kathleen DeWolfe, Vice Chairman

Frances Newton, Selectman

Alan Cilley, Selectman

Jamie Lyford, Selectman

6/16/20

Date

Date

Date

Date