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**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

1 this area of town, as it could turn into a “free-for-all.” Vice Chairman DeWolfe
2 was not comfortable with people visiting before 10 a.m. and being asked to
3 leave (Beach does not open until 11 a.m.). Vice Chairman DeWolfe preferred
4 the beach open, but have people manage themselves, and not have staff enforce
5 measures.

6 **VOTE:** 0 – 5

7 **MOTION FAILED**

8
9 **MOTION:** Selectman Newton

10 *To open the town beach on June 20th with lifeguards, a maximum attendance of*
11 *75 people, and to have Director Barney provide further plans.*

12 **SECOND:** Selectman Cilley

13 **VOTE:** 5 – 0

14 **MOTION PASSED**

15
16 **MOTION:** Selectman Cilley

17 *To open the town beach to Ashland residents, taxpayers, and campground*
18 *attendees only.*

19 **SECOND:** Vice Chairman DeWolfe

20 **VOTE:** 5 – 0

21 **MOTION PASSED**

22
23 **MOTION:** Selectman Lyford

24 *To waive the beach pass fee for 2020 only.*

25 **SECOND:** Vice Chairman DeWolfe

26 **VOTE:** 5 – 0

27 **MOTION PASSED**

- 28
29 ii. **Pickle Ball courts** – Selectman Lyford had received inquiries from constituents
30 about installing a pickle ball court at the tennis courts. Director Barney
31 informed the board that installing pickle ball lines would alter the tennis court
32 lines and nets. Director Barney recommended installing the pickle ball lines at
33 the ice-skating rink. The Fire Department Association previously paid to have
34 the rink installed and Public Works takes care of the maintenance. Selectman
35 Lyford agreed with the new location and Vice Chairman DeWolfe preferred
36 documentation prior to approval. Board table topic for later discussion at their
37 next meeting on June 15th.

38
39 **b. Ashland public body appointment interviews**

- 40 i. **Ashland Trustee of the Trust Funds** – the Board of Selectmen interviewed
41 three applicants, Walter Durack, Robert Letourneau, and Dave Toth, for two
42 appointments to the Trustee of the Trust Funds. On May 8th, 2020, Trustee
43 Mark Ober resigned as trustee with his remaining term to expire in March 2022,
44 and Trustee Tom Peters resigned on May 11th, 2020 with his remaining term to
45 expire in March 2021. Board of Selectmen accepted the resignations of Mr.
46 Ober and Mr. Peters, per RSA 669:73, can appoint for the remaining terms.

1 Before the interviews Walter Durack expressed interest in the two-year term,
2 Dave Toth in the remaining one-year term, and Robert Letourneau was
3 interested in either term. All the applicants talked about their background and
4 qualifications for appointment. Board appointed Walter Durack to a two-year
5 term and the remaining term for Tom Peter's appointment was tabled after a
6 split vote. Board asked Mr. Letourneau to provide a resume and the Selectmen
7 will revisit the appointment at their next meeting on June 15th. Chairman
8 Badger read Mr. Durack his oath of office. After the appointment recently
9 elected Trustee Amanda Loud (March 2020) asked the board to sign the meeting
10 minutes (six times) confirming the appointment so that Mr. Durack can have
11 signatory duties with the financial institutions holding the trust funds.
12

13 **MOTION:** Selectman Newton

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

16 **SECOND:** Vice Chairman DeWolfe

17 **VOTE:** 5 – 0

18 **MOTION PASSED**

19
20 **MOTION:** Vice Chairman DeWolfe

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

23 **SECOND:** Chairman Badger

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

25 **MOTION FAILED**

26
27 **MOTION:** Selectman Cilley

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

30 **SECOND:** Selectman Lyford

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

32 **MOTION FAILED**

- 33
34 ii. **Ashland Heritage Commission reappointment** – John Harville came before
35 the board for reappointment to the Ashland Heritage Commission, with no
36 objection the board reappointed Mr. Harville to a three-year term and Chairman
37 Badger provided the oath thereafter.
38

39 **MOTION:** Vice Chairman DeWolfe

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

42 **SECOND:** Selectman Newton

43 **VOTE:** 5 – 0

44 **MOTION PASSED**
45
46

1 **IV. OLD BUSINESS**

- 2 a. **Scribner Building report** – after completing an inspection of the Scribner building the
3 Building Inspector provided a copy to the board for discussion. Board members felt the
4 report was a starting point for the trustees, in regard to the needed repairs to the building.
5 Other Selectmen believed the report needed more information before releasing.
6

7 **MOTION:** Vice Chairman DeWolfe

8 *To release the Scribner Building report to the Scribner and Library Trustees.*

9 **SECOND:** Selectman Newton

10 **VOTE:** 3 – 2

11 **MOTION PASSED**

12
13 **V. SELECTBOARD ITEMS**

- 14 a. **Governors Office for Emergency Relief and Recovery (GOFERR) grant**
15 **application** – Town Manager Smith explained to the board the application was so the
16 town could receive reimbursement for unanticipated expenses caused by the current
17 Covid-19 pandemic. Total allocation of the grant, which is based off the town’s
18 population, was not to exceed \$49,501. Town does not receive full amount in advance
19 only reimbursed for expenses. Board agreed to allow the Town Manager to submit on
20 behalf of the town, authorize signing, and accept the unanticipated revenue.
21

22 **MOTION:** Selectman Newton

23 *To designate Town Manager Smith as the authorized representative to apply for and*
24 *sign on behalf of the town, the Governor’s Office for Emergency Relief and Recovery*
25 *(GOFERR) Grant Agreement.*

26 **SECOND:** Vice Chairman DeWolfe

27 **VOTE:** 5 – 0

28 **MOTION PASSED**

29
30 **MOTION:** Vice Chairman DeWolfe

31 *To accept as unanticipated revenue the total GOFERR grant allocation of \$49,501.*

32 **SECOND:** Selectman Newton

33 **VOTE:** 5 – 0

34 **MOTION PASSED**

35 **NOTE;** full amount not to be disbursed in lump sum; amounts are reimbursed and based
36 on qualified expenditures.
37

- 38 b. **Vendor permits** – Vice Chairman DeWolfe would like to the board to consider
39 ~~reviewing and updating the towns vendor permit. As a starting point Vice Chairman~~
40 DeWolfe recommended the board review the recently revised 4th of July event permit
41 that was updated by town counsel. Town Manager Smith to forward the board copy of
42 the event permit and board to discuss subject at their meeting in July.
43

- 44 c. **Reopening town buildings** – Selectman Lyford asked the board about reopening the
45 town office? Town Manager Smith to attend NHMA/Primex workshop about

1 reopening town buildings and follow up with the board.
2

3 **VI. NONPUBLIC SESSION**
4

5 **MOTION:** Selectman Newton

6 *To enter nonpublic session pursuant to RSA 91-A:3, II (a).*

7 **SECOND:** Chairman Badger

8 **VOTE:** 5 – 0

9 **MOTION PASSED**

10 **ENTERED AT:** 7:39 p.m.

11 **RECONVENED AT:** 7:45 p.m.

12 **ANNOUNCEMENT:** a \$1,000 stipend increase for the Welfare Director.
13

14 **MOTION:** Vice Chairman DeWolfe

15 *To enter nonpublic session pursuant to RSA 91-A:3, II (a).*

16 **SECOND:** Selectman Newton

17 **VOTE:** 5 – 0

18 **MOTION PASSED**

19 **ENTERED AT:** 7:46 p.m.

20 **RECONVENED AT:** 8:00 p.m.

21 **ANNOUNCEMENT:** have the Town Manager post for the Building Inspector/Code
22 Enforcement Officer position, reach out to other communities about possible combine
23 service, and consider increasing the hours/days for the position.
24

25 **MOTION:** Selectman Newton

26 *To enter nonpublic session pursuant to RSA 91-A:3, II (b).*

27 **SECOND:** Vice Chairman DeWolfe

28 **VOTE:** 5 – 0

29 **MOTION PASSED**

30 **ENTERED AT:** 8:01 p.m.

31 **RECONVENED AT:** 8:26 p.m.

32 **ANNOUNCEMENT:** make a conditional offer for accounting/finance position. Minutes
33 were sealed.
34

35 **VII. ADJOURNED** – the Board of Selectmen adjourned their meeting at 8:27 p.m. and will
36 reconvene at their next meeting on Monday, June 15, 2020.
37

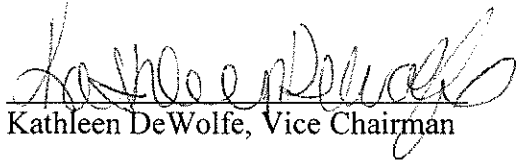
38 *On behalf of the Ashland Board of Selectmen Town Manager Charles Smith wrote these meeting*
39 *minutes on June 8, 2020. As a requirement to update the signatory authority with the financial*
40 *institutions, for the Ashland Trustee of the Trust Funds, the Ashland Board of Selectmen have signed*
41 *these meeting minutes on the following page.*
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Town of Ashland - Board of Selectmen

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Eli Badger, Chairman of the Board


6/16/2020
Date


Kathleen DeWolfe, Vice Chairman

Date

Frances Newton, Selectman

Date


Alan Cilley, Selectman

6/16/20
Date

Jamie Lyford, Selectman

Date