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**TOWN OF ASHLAND
BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, JUNE 15, 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, and Selectman Alan Cilley all acknowledge they were present via the video conference. Chairman Badger made note that the meeting was public and occurring via video and teleconference that was allowed by Emergency Order #12.

II. APPROVAL OF MINUTES

MOTION: Selectman Newton

To approve the meeting minutes of June 1, 2020.

SECOND: Vice Chairman DeWolfe

DISCUSSION: added the Board accepted the Trustee's resignations.

VOTE: 4 – 0

MOTION PASSED

III. NEW BUSINESS

a. Ashland Parks & Recreation

- i. **Pickle Ball Courts** – Parks & Rec Director Barney asked the Board if they wanted to install pickle ball courts. Board discussed if there was an urgency to install the courts. Not many on the board received inquiries from their constituents. Consensus of the board was to table the item for a later date – Selectman Cilley supported the designation of a pickle ball court.

- ii. **Summer Camp** – Director Barney received inquiries from residents about reopening summer camp on a limited basis. Director Barney forwarded a plan to reopen the camp that would require a firm commitment from campers, will only be four weeks long, limited to 13 campers and unlike previous summers' campers won't be able to attend or partake in events (pandemic related). Essentially the camp would be child – care, a service Director Barney wanted to provide for families in need of care so they can go back to work.

MOTION: Selectman Newton

To approve the reopening of Summer Camp for the month of July and under the summer camp guidelines set by Director Barney.

SECOND: Vice Chairman DeWolfe

1 **DISCUSSION:** N/A

2 **VOTE:** 4 – 0

3 **MOTION PASSED**

- 4 iii. **Got Lunch Program** – members of the “Got Lunch” program reached out to
5 Director Barney about using the Booster Club to prepare lunches for school aid
6 kids this summer. Got Lunch asked to start in July and said the gathering in the
7 building would be less than ten people. Consensus of the Board was to allow
8 Got Lunch to use the building, but they must sanitize after using the building.
9

10 b. **Ashland Electric Department**

- 11 i. **Auctioning equipment** – Ashland Electric Superintendent Rob Kuell brought
12 forward a recommendation to liquidate old equipment. At this time
13 Superintendent Kuell recommended auctioning the International/Altec digger
14 truck. He said the truck was bought as a second line truck and has only been
15 used a couple of times. Instead of the digger truck the department uses the
16 bucket truck for service calls. Superintendent Kuell has been in contact with
17 Nationwide Auctioneer Group that could sell the truck at their August 7th
18 auction. The truck would be listed online and can reach buyers nationwide.
19 Superintendent Kuell said there is a need for digger trucks and sales for these
20 trucks range from a high of \$31,000 to a low of \$19,500. Board agreed to send
21 the truck to auction and have the Town Manager sign the title on behalf of the
22 town.

23 **MOTION:** Selectman Newton

24 *To auction off the one spare International/Altec Digger Line truck with*
25 *Nationwide Auctioneer Group.*

26 **SECOND:** Vice Chairman DeWolfe

27 **VOTE:** 4 – 0

28 **MOTION PASSED**

29
30
31 c. **Building and Grounds Maintenance and Repairs Capital Reserve Fund (CRF)**
32 **expenditure**

- 33 i. **Ashland Fire Department** – Town Manager Smith forwarded an expenditure
34 request from the Building and Grounds Maintenance Repair CRF for the
35 purposes of installing two new oil tanks at the Fire Department. Chief Heath
36 reported that one of the tanks was leaking and another has aged to the point
37 where it should be replaced. Total expenditure is \$3,900 for both tanks plus
38 installation.

39 **MOTION:** Selectman Newton

40 *To approve an expenditure of \$3,900 from the Building and Grounds*
41 *Maintenance and Repairs Capital Reserve Fund for the purpose of replacing*
42 *the two oil tanks at the Fire Department Building.*

43 **SECOND:** Vice Chairman DeWolfe

44 **VOTE:** 4 – 0

45 **MOTION PASSED**
46

- 1 d. **Ashland Trustee of the Trust Funds appointment** – the board voted on two
2 applicants for an open position as Trustee. Board appointed Dave Toth as Trustee for
3 the remaining term of former Trustee Tom Peters (until March 2021). Chairman Badger
4 read the oath of office to Mr. Toth after the appointment.
5

6 **MOTION:** Selectman Cilley

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

9 **SECOND:** Chairman Badger

10 **VOTE:** 1 – 2 – 1 (Selectman Newton abstained)

11 **MOTION FAILED**
12

13 **MOTION:** Vice Chairman DeWolfe

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

16 **SECOND:** Chairman Badger

17 **VOTE:** 2 – 1 – 1 (Selectman Newton abstained)

18 **MOTION PASSED**
19

20 **IV. OLD BUSINESS**

- 21 a. **Ashland Vendor Permit** – the board continued their previous meeting discussion about
22 revising the town’s vendor permit application. Board members did not think the current
23 application was adequate, it does not ask pertinent information e.g. business
24 identification, and the two locations vendors can use are not conducive and restrictive
25 for food vendors. Board members thought the applications should be adhered to on a
26 case by case basis, locations can be approved by the Town Manager after working with
27 the Police Department, Fire Department, and Department of Public Works. Board
28 asked the Town Manager to mockup a new vendor application for approval.
29

30 **V. SELECTBOARD ITEMS**

- 31 a. **Selectman resignation** – the Chairman of the Board Eli Badger, announced the
32 resignation of Selectman Jamie Lyford and opening of Selectman’s position.
33
- 34 b. **Reopening town buildings** – Town Manager Smith forwarded the Board a
35 comprehensive plan on reopening the Town Office building and Utility Building. As
36 such the plan included installing a sneeze guard at the front counters, make hand
37 sanitizer and face masks available. Visitors to the buildings will only be allowed to
38 enter one at a time through the door and asked to wear a mask. Service could be denied
39 otherwise. Customers are encouraged to continue to use the online functions for
40 payments. Board agreed to open the Town Office and Utility Buildings starting July
41 6th. Opening of the buildings does not pertain to the allowance of having public
42 meetings. For public health measures, public officials are still encouraged to have
43 video/phone conference meetings for the duration Emergency Order #12 remains in
44 effect.
45 i. **Town Library** – Trustee Mardean Badger announced that starting on June 16th
46 the Library will have a pickup service for books. This service is the first phase

1 of the library reopening to the public.

2
3 **VI. ADJOURNED** – the Board of Selectmen adjourned their meeting at 6:58 p.m. and will
4 reconvene at their next meeting on Monday, July 6, 2020.

5
6 *On behalf of the Ashland Board of Selectmen Town Manager Charles Smith wrote these meeting*
7 *minutes on June 16, 2020. As a requirement for the Ashland Trustee of the Trust Funds to update the*
8 *signatory authority with their financial institutions the Board of Selectmen have signed these meeting*
9 *minutes.*

10
11 **Town of Ashland - Board of Selectmen**
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16 Eli Badger, Chairman of the Board

_____ Date

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19 _____
20 Kathleen DeWolfe, Vice Chairman

_____ Date

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23 _____
24 Frances Newton, Selectman

_____ Date

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27 _____
28 Alan Cilley, Selectman

_____ Date

29
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31 _____
32 Vacant

_____ Date