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**TOWN OF ASHLAND
BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, JULY 20, 2020
ASHLAND TOWN OFFICE
5:30 P.M.**

I. CALL TO ORDER – Town of Ashland Chairman of the Board Eli Badger called the meeting to order at 5:30 p.m. and announced a roll call of the Selectmen; Vice Chairman Kathleen DeWolfe, Selectman Frances Newton, Selectman Alan Cilley and Chairman Eli Badger all acknowledge they were present via the video conference, constituting a quorum of the board. Chairman Badger notified attendees that the meeting was considered public and was occurring via video and teleconference. Authorization was allowed pursuant to Emergency Order #12 which waived the physical presence of board members during the Covid-19 pandemic.

II. APPROVAL OF MINUTES

MOTION: Selectman Newton

To approve the meeting minutes of July 6, 2020.

SECOND: Vice Chairman DeWolfe

DISCUSSION: page 2 line 35 updated to say “quitclaim deed”

VOTE: 4 – 0

MOTION PASSED

III. NEW BUSINESS

- a. **Ashland Department Heads mid-year review:** town departments provided a six-month review for the Board of Selectmen. Review consisted of various ongoing projects, activity within the departments such as budgeting and staffing, etc. Presentations concluded on the expectations of the departments over the next six months.

IV. OLD BUSINESS

a. **Vendor Permit**

- i. **Application** – the Board received an incomplete application for vendor permit to sell seafood. Given that the permit was incomplete the Board denied the application.

MOTION: Chairman Badger

To deny the application for vendor permit to sell seafood.

SECOND: Vice Chairman DeWolfe

VOTE: 3 – 1 (Selectman Cilley voted nay)

MOTION PASSED

- ii. **New form** – after previous discussion on modifying the current vendor permit application the board decided to make a minor change and add a signature line

1 for the Health Officer.

2 **MOTION:** Chairman Badger

3 *To add a signature line to the application for vendor permit for the town Health*
4 *Office and note the revision date on the form.*

5 **SECOND:** Vice Chairman DeWolfe

6 **VOTE:** 4 – 0

7 **MOTION PASSED**

8
9 **V. SELECTBOARD ITEMS**

10 a. **Budget Committee use of Booster Club for public meetings** – Chairman of the
11 Budget Committee Jeanette Stewart asked the Board if the Committee could use the
12 Booster Club for their public meetings (public buildings are currently closed because of
13 the Covid-19 pandemic). Consensus of the Board was not to allow the committee to
14 use the building until the town has safer options for public attendees. In the meantime,
15 it was recommended the committee continue to use the town’s zoom account for public
16 meetings.

17 b. **Ashland Planning Board appointment** – the Planning Board sent a request to the
18 Selectmen for a Regular Member appointment for current Alternate Member Paula
19 Hancock. Board approved the reappointment.

20 **MOTION:** Selectman Newton

21 *To appoint Paula Hancock for a three-year term as a Regular Member on the Ashland*
22 *Planning Board.*

23 **SECOND:** Vice Chairman DeWolfe

24 **VOTE:** 4 – 0

25 **MOTION PASSED**

26
27 c. **NH Department of Revenue Administration (DRA)**

28 i. **PA 28 Inventory of Taxable Property Form for 2021** – annual request from
29 DRA asking municipalities whether the town will send out a PA-28 form that
30 requests assessing information from property owners. Town hires a vendor to
31 provide this information. Board voted not to use the form.

32
33 **MOTION:** Chairman Badger

34 *To not use DRA’s 2021 PA-28 form.*

35 **SECOND:** Vice Chairman DeWolfe

36 **VOTE:** 4 – 0

37 **MOTION PASSED**

38
39 d. **Vacant Selectman position** – Chairman Badger acknowledged that the Board has
40 already received two applicants for the position, from Bob Letourneau and Andy Fitch.
41 Both were received prior to official announcement. At their first Monday meeting in
42 August the Board will make the official announcement for applications to the vacant
43 position and at their second Monday meeting the Board will conduct interviews.

44
45 **VI. ADJOURNED** – the Board of Selectmen adjourned their meeting at 7:10 p.m. and will
46 reconvene at their next meeting on Monday, August 3, 2020.