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**TOWN OF ASHLAND  
BOARD OF SELECTMEN  
MEETING MINUTES  
THURSDAY, OCTOBER 22, 2020  
ASHLAND TOWN OFFICE  
4:00 P.M.**

**I. CALL TO ORDER** – Town of Ashland Chairman of the Board Eli Badger called the meeting to order at 4:00 p.m. and requested a roll call of the Selectmen; Vice Chairman Kathleen DeWolfe, Selectman Frances Newton, Selectman Alan Cilley, Selectman Andy Fitch and Chairman Eli Badger all acknowledged they were present via the video conference. Chairman Badger notified attendees that the meeting was occurring over video and teleconference, a provision authorized by the Governor’s Emergency Order #12 that waived the physical presence of board members during the Covid-19 pandemic.

**II. 2021 DEPARTMENT BUDGET EXPENDITURE REQUEST – BOS VOTES**

**a. Executive Budget**

**MOTION:** Selectman Newton

*To approve the recommended 2021 Executive budget at \$138,864.*

**SECOND:** Selectman Fitch

**VOTE:** 5 – 0

**MOTION PASSED**

**b. Election and Registration Budget**

**MOTION:** Selectman Newton

*To approve the recommended 2021 Election and Registration budget at \$40,889.*

**SECOND:** Selectman Cilley

**VOTE:** 5 – 0

**MOTION PASSED**

**c. Financial Administration**

**MOTION:** Selectman Newton

*To approve the recommended 2021 Financial Administration budget at \$124,121.*

**SECOND:** Selectman Fitch

**VOTE:** 5 – 0

**MOTION PASSED**

**d. Property Tax**

**MOTION:** Vice Chairman DeWolfe

*To approve the recommended 2021 Property Tax budget at \$37,001.*

**SECOND:** Selectman Cilley

**VOTE:** 5 – 0

**MOTION PASSED**

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- e. Legal**  
**MOTION:** Selectman Newton  
*To approve the recommended 2021 Legal budget at \$20,000.*  
**SECOND:** Selectman Cilley  
**DISCUSSION:** if needed, line to also be used for Land Use legal. Proposal of contingency fund warrant article could also be used for unanticipated legal expenses.  
**VOTE:** 5 – 0  
**MOTION PASSED**
  
- f. Personnel Administration**  
**MOTION:** Selectman Newton  
*To approve the recommended 2021 Personnel Administration budget at \$499,570.*  
**SECOND:** Selectman Cilley  
**VOTE:** 5 – 0  
**MOTION PASSED**
  
- g. Land Use**  
**MOTION:** Selectman Newton  
*To approve the recommended 2021 Land Use budget at \$7,417.*  
**SECOND:** Selectman Fitch  
**VOTE:** 5 – 0  
**MOTION PASSED**
  
- h. Government Buildings**  
**MOTION:** Selectman Newton  
*To approve the recommended 2021 General Government Buildings budget at \$35,076.*  
**SECOND:** Selectman Fitch  
**DISCUSSION:** department building maintenance lines are to be consolidated under this budget section. Capital Reserve Fund for expenditure overages.  
**VOTE:** 5 – 0  
**MOTION PASSED**
  
- i. Cemetery**  
**MOTION:** Vice Chairman DeWolfe  
*To approve the recommended 2021 Cemetery budget at \$50.*  
**SECOND:** Selectman Newton  
**VOTE:** 5 – 0  
**MOTION PASSED**
  
- j. Economic Development**  
**MOTION:** Vice Chairman DeWolfe  
*To not recommend a 2021 Economic Development budget.*  
**SECOND:** Selectman Newton  
**DISCUSSION:** committee has not been active for a period, therefore the board decided not to recommend an appropriation.  
**VOTE:** 5 – 0

1                   **MOTION PASSED**

2  
3                   **k. Police Department**

4                   **MOTION:** Vice Chairman DeWolfe

5                   *To approve the recommended 2021 Police Department budget at \$468,526.*

6                   **SECOND:** Selectman Fitch

7                   **VOTE:** 5 – 0

8                   **MOTION PASSED**

9  
10                   **l. Police Department – Detail**

11                   **MOTION:** Selectman Newton

12                   *To approve the recommended 2021 Police Department Detail budget at \$1.*

13                   **SECOND:** Selectman Fitch

14                   **DISCUSSION:** budget reduced to a \$1 placeholder. Town sends invoice to recipients  
15                   requesting detail.

16                   **VOTE:** 5 – 0

17                   **MOTION PASSED**

18  
19                   **m. Ambulance**

20                   **MOTION:** Selectman Newton

21                   *To approve the recommended 2021 Ambulance budget at \$52,308.*

22                   **SECOND:** Selectman Fitch

23                   **VOTE:** 5 – 0

24                   **MOTION PASSED**

25  
26                   **n. Fire Department** – board discussed the salary line brake down between per diem, Fire  
27                   Chief, Deputy Chief and on-call salaries. Selectman Cilley proposed a \$1/HR increase  
28                   to the per diem rates. Board asked for further clarification about the department budget  
29                   before voting.

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31                   **o. Building Inspector**

32                   **MOTION:** Selectman Newton

33                   *To approve the recommended 2021 Building Inspector budget at \$18,802.*

34                   **SECOND:** Vice Chairman DeWolfe

35                   **VOTE:** 5 – 0

36                   **MOTION PASSED**

37  
38                   **p. Emergency Management**

39                   **MOTION:** Vice Chairman DeWolfe

40                   *To approve the recommended 2021 Emergency Management budget at \$1,000.*

41                   **SECOND:** Selectman Fitch

42                   **VOTE:** 5 – 0

43                   **MOTION PASSED**

44  
45                   **q. Public Works**

46                   **MOTION:** Selectman Newton

1 *To approve the recommended 2021 Public Works budget at \$226,099.*

2 **SECOND:** Selectman Fitch

3 **VOTE:** 5 – 0

4 **MOTION PASSED**

5  
6 **r. Highway and Streets**

7 **MOTION:** Selectman Newton

8 *To approve the recommended 2021 Highway and Streets budget at \$216,293.*

9 **SECOND:** Vice Chairman DeWolfe

10 **VOTE:** 5 – 0

11 **MOTION PASSED**

12  
13 **s. Mechanic**

14 **MOTION:** Selectman Newton

15 *To approve the recommended 2021 Mechanic budget at \$65,229.*

16 **SECOND:** Vice Chairman DeWolfe

17 **VOTE:** 5 – 0

18 **MOTION PASSED**

19  
20 **t. Street Lighting**

21 **MOTION:** Selectman Newton

22 *To approve the recommended 2021 Street Lighting budget at \$42,000.*

23 **SECOND:** Vice Chairman DeWolfe

24 **VOTE:** 5 – 0

25 **MOTION PASSED**

26  
27 **u. Health Officer**

28 **MOTION:** Vice Chairman DeWolfe

29 *To approve the recommended 2021 Health Officer budget at \$2,354.*

30 **SECOND:** Selectman Newton

31 **VOTE:** 5 – 0

32 **MOTION PASSED**

33  
34 **v. Animal Control**

35 **MOTION:** Selectman Newton

36 *To approve the recommended 2021 Animal Control budget at \$1,200.*

37 **SECOND:** Selectman Fitch

38 **VOTE:** 5 – 0

39 **MOTION PASSED**

40  
41 **w. General Assistance**

42 **MOTION:** Selectman Newton

43 *To approve the recommended 2021 General Assistance budget at \$12,567.*

44 **SECOND:** Selectman Fitch

45 **VOTE:** 5 – 0

1                                   **MOTION PASSED**

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**III. Meeting adjourned at 6:01 p.m.**

**IV. Next meeting** – the Board scheduled, Monday, October 26, at 3 p.m. to continue finalizing the proposed 2021 expenditure budget.