

**ASHLAND BOARD OF SELECTMEN
WORK SESSION
MONDAY, NOVEMBER 20TH, 2017
ASHLAND ELEMENTARY SCHOOL LIBRARY
6:30 PM**

- I. PLEDGE OF ALLEGIANCE**
- II. CALL TO ORDER**
- III. PUBLIC COMMENT (Agenda items only)**
- IV. APPROVAL OF MINUTES**
 - a. BOS meeting(s): 11/6
- V. CONSENT AGENDA**
 - a. Week of 11/13/17
 - i. Payroll manifest: \$16,465
- VI. DEPARTMENT HEADS**
 - a. Fire Chief – pager replacement purchase order (BOS vote)
- VII. OLD BUSINESS**
 - a. Ashland 150th Committee update
 - b. Ashland Heritage Commission
 - c. Project List – November 2017
 - d. Letter of support for Kathleen DeWolfe’s appointment to Ashland ZBA
- VIII. NEW BUSINESS**
 - a. Ashland Sewer – Construction of new septage receiving building (BOS vote)
- IX. SELECTBOARD ITEMS**
 - a. Deliberative Session – Announcement of session start time (BOS vote)
 - b. Ashland Economic Development Committee Summit sponsorship – Meredith Village Savings Bank
- X. LIAISON REPORTS**
- XI. PUBLIC COMMENT (Agenda items only)**
- XII. NON-PUBLIC SESSION (If necessary)**
- XIII. ADJOURNMENT**

Posted on 11/17/17 at the Town Office building and town website

The Ashland Board of Selectmen reserve the right to enter nonpublic session when necessary according to the provisions of RSA 91-A. Any person with a disabling condition who wishes to attend this public meeting and needs to be provided reasonable accommodations to participate, please contact the Ashland Town Office at 603-968-4432 so accommodations can be made. It is asked that such requests be made with prior notice.

1 **ASHLAND BOARD OF SELECTMEN MEETING MINUTES**
2 **REGULAR MEETING**
3 **MONDAY, NOVEMBER 6, 2017**
4 **ASHLAND ELEMENTARY SCHOOL LIBRARY**
5 **6:30 PM**
6

7 Chairman Newton called the meeting to order at 6:30 PM with a roll call. Chairman Fran Newton,
8 Vice Chairman Harold Lamos, Selectman Tejasinha Sivalingam present. Selectman Leigh Sharps
9 present at 6:40 PM. Casey Barney absent with advance notice. Others Present: Town Administrator
10 Charles Smith and Administrative Assistant Wendy Smith.
11

12 Upon the opening of the meeting, Chair Newtown reflected on the recent tragedy in Texas.
13

14 **PUBLIC COMMENT**

15 Roberta Hoerter asked for information on the Ashland Sewer and Water Department's new septage
16 receiving building. She was informed that the Planning Board held a public hearing for the building
17 and that the Board of Selectmen vote on this has been taken off the Agenda because the engineer for the
18 Commission was unable to attend tonight's meeting.
19

20 **MINUTES**

21 October 16, 2017- Pg. 2, ln. 12 add "Based on his readings of NHMA's The Basic Law of Budgeting,
22 and the GFOA minimum recommendations, Selectman Sivalingam proposed that \$440,065 be used to
23 off-set taxes." Pg. 2, ln. 21 add "The discussion stated the intent of the motion which was to allow for
24 optional appearance in the Town Office by all selectmen during the off-weeks, and that documents
25 would be available for review throughout the duration of each accounts payable cycle." Pg. 3, ln. 43
26 replace word "salt" with "water" and add "into the salt shed" after the word "runoff".
27

28 Discussion concerning the intent of the motion to pay accounts payable every two weeks concurrent
29 with the Selectboard meeting followed.
30

31 **MOTION:** By Vice Chair Lamos

32 *Approve 10/16/17 minutes as amended.*

33 **SECOND:** By Selectman Sivalingam

34 **VOTE:** 3-0-1 (Yes: Newton, Lamos, Sivalingam; **Abstain:** Sharps)

35 **MOTION PASSED**
36

37 October 30, 2017- Pg. 1, ln. 36 add "Chair Newton said all contracts are reviewed or removed as
38 appropriate from default budgets each year and Selectmen have the final review."
39

40 **MOTION:** By Selectman Sivalingam

41 *Approve 10/30/17 minutes as amended.*

42 **SECOND:** By Vice Chair Lamos

43 **VOTE:** 4-0 (All in Favor)

44 **MOTION PASSED**
45
46

1 **CONSENT AGENDA**

- 2 • General Fund Manifest and Payroll Manifest for the weeks of October 23, 2017 to October 30,
3 2017 signed by Selectmen. Selectman Sharps asked TA Smith what percentage of the budget
4 is left and was told that expenditure reports will be going out after this week's accounts payable
5 is complete.
6 • CDBG/CDFA Environmental Review form: The Phase 1 Environmental Site Assessment
7 completed on Ledgewood Estates determined no significant environmental impact from the
8 project.
9 • NH Dept. of Revenue Administration (DRA) Equalization Municipal Assessment Data
10 Certificate. The NH DRA sets the equalization ratio which is the adjustment of assessed values
11 to calculate the estimated 100% market value of the municipality.
12

13 **DEPARTMENT HEADS**

14 **Police Department:** Chief Randall announced the Police Department has been offered a donation of
15 \$541.00 to cover the cost of protective equipment when dealing with drug overdoses. The Board and
16 the Chief expressed their gratitude to the anonymous donor. The process of accepting a donation was
17 determined. Chief Randall also thanked all the departments and the school for helping to make the
18 Halloween parade a success as well as the businesses who participated.

19 **Town Clerk:** A charge of \$5.00 was proposed for Notary services for non-residents. The Town Clerk
20 reached out to other towns and found that many towns already charge for notary services in order to
21 create more revenue.
22

23 **MOTION:** By Selectman Sharps

24 *To approve charge of \$5.00 for non-resident Notary services.*

25 **SECOND:** By Selectman Sivalingam

26 **VOTE:** 4-0 (All in favor)

27 **MOTION PASSED**
28

29 **Parks and Recreation:** Director Barney presented a thank you letter for Jeremy Hiltz of Jeremy Hiltz
30 Excavating, Inc. for rectifying the drainage issue at the Booster Club. She brought up that a selectman
31 questioned the permitting requirements for this job and that Mr. Hiltz took offense. She added that the
32 previous Board of Selectmen determined that permitting was not necessary because the work constituted
33 only landscaping. Chair Newton and Selectman Sharps conveyed their personal apologies and their
34 thanks to Mr. Hiltz for all of his time and donations to the Town of Ashland. Selectman Sivalingam
35 also expressed his thanks to Mr. Hiltz and Director Barney for arranging this volunteer work.
36

37 **MOTION:** By Selectman Sivalingam

38 *To sign the thank you letter as read for Mr. Hiltz.*

39 **SECOND:** By Selectman Sivalingam

40 **VOTE:** 4-0 (All in favor)

41 **MOTION PASSED**
42

43 The letter will be sent out after obtaining all the Selectboard signatures.
44

45 **Town Administrator:** Announced the hiring of Finance Officer, Julie Converse who started in
46 October. Her schedule is Monday, Tuesday and Wednesday and her salary is \$34,000/year.

1
2 **OLD BUSINESS**

- 3 • Ashland 4th of July Committee: Fran Wendelboe read from the Ashland 4th of July Committee
4 (A4JC) October 11, 2017 meeting minutes in which a motion was passed to establish a stand-
5 alone committee under the Town of Ashland. She presented protocol for the A4JC transition
6 from Heritage Commission (HC) to the Board of Selectmen (BOS). The first step of which is
7 for the BOS to establish 4th of July Committee reporting to the BOS. The Ashland Heritage
8 Commission's minutes were included in the agenda packet which record the passing of a motion
9 made to abide by the A4JC potential transition to a Town Committee as approved by the
10 Ashland BOS and recommend it happen by December 31, 2017. Should a fund transfer to a
11 Board of Selectmen-controlled non-lapsing account not occur prior to receiving invoices by
12 January 1, 2018, the Heritage Commissioners shall continue to expend from the Fourth of July
13 account in the Heritage Fund as has been previously established.

14 Ms. Wendelboe spoke with Terry Knowles of the NH Division of Charitable Trust who said
15 that the funds raised are private funds because they are raised by donations from community
16 members and are protected. She added that the Treasurer of the Town of Ashland is in charge
17 of the funds and transactions have to go through her. Fran Newton responded that the BOS
18 needs to make sure that it is certified in the records that it is a non-lapsing fund and agrees it is
19 a charitable donation which should not go towards any other purpose. Sue McLeod spoke on
20 behalf of Ashland Heritage Commission and said that Terry Knowles is from Division of
21 Charitable Trust who deals with non-profit entities. This is public monies, therefore the Town
22 Treasurer releases funds to the Selectmen as requested by the Board or Committee it represents.
23 David Ruell interjected that since much of the money received can be considered revenue to
24 pay for the expenses of the Fourth of July the non-lapsing fund has to be for all funds raised.
25 Further discussion followed regarding adoption of by-laws. Chair Newton requested a copy of
26 the A4JC's bylaws in order to further discuss issues brought up.

27
28 **MOTION:** By Selectman Sivalingam

29 *To establish the 4th of July Committee effective December 1, 2017 with committee members*
30 *appointed by the BOS who will be responsible for the planning, funding, executing and*
31 *reporting of all Ashland Fourth of July activities in compliance and communication with the*
32 *BOS and with further details to be decided at a future date.*

33 **SECOND:** By Vice Chair Lamos

34 **VOTE:** 4-0 (All in favor)

35 **MOTION PASSED**

36
37 There was a consensus of the Board that acceptance of the 4th of July Committee is contingent
38 upon agreement upon rules and procedure of the committee and the BOS is comfortable with
39 the way it is set up. There will be a 4th of July Committee meeting at St. Marks, Wednesday
40 11/8/17 at 7:00 PM. BOS representation of the A4JC was clarified in the following motion:

41
42 **MOTION:** By Selectman Sivalingam

43 *Establish Vice Chair Lamos as the primary BOS representative and Selectman Sharps as*
44 *secondary BOS representative to the Ashland Fourth of July Committee.*

45 **SECOND:** By Chair Newton

46 **VOTE:** 4-0 (All in favor)

1 **MOTION PASSED**

2
3 **NEW BUSINESS**

4 Ashland Sewer – Construction of new septage receiving building vote postponed due to the
5 Water and Sewer Commission’s engineer not being able to attend this meeting.

6
7 **SELECTBOARD ITEMS**

- 8 • Zoning Board of Adjustment Full Member Appointment – Kathleen DeWolfe:

9
10 **MOTION:** By Selectman Sharps

11 *Nominate Kathleen DeWolfe as a full member of the Zoning Board, expiring 4/30/20.*

12 **SECOND:** By Vice Chair Lamos

13 **VOTE:** 4-1 (**Yes:** Newton, Lamos, Sharps; **No:** Sivalingam)

14 **MOTION PASSED**

15
16 Discussion took place and Chair Newton swore in Ms. DeWolfe.

- 17
18 • Zoning Board of Adjustment Alternate Member Appointment – Sherry Downing:

19
20 **MOTION:** By Vice Chair Lamos

21 *Nominate Sherry Downing as an alternate member of the Zoning Board, expiring 4/30/20.*

22 **SECOND:** By Selectman Sharps

23 **VOTE:** 4-0-1 (**Yes:** Newton, Lamos, Sharps; **Abstained:** Sivalingam)

24 **MOTION PASSED**

25
26 Ms. Downing decided to wait until she goes to a Zoning Board meeting before being sworn in.

- 27
28 • Appointment of DPW Director Craig Moore as Lakes Region Planning Committee (LRPC)
29 Transportation Advisory Committee (TAC) Alternate

30
31 **MOTION:** By Selectman Sivalingam

32 *Appoint DPW Director Craig Moore as LRPC TAC alternate.*

33 **SECOND:** By Vice Chair Lamos

34 **VOTE:** 4-0 (**All in favor**)

35 **MOTION PASSED**

- 36
37 • Planning Board member removal: The Planning Board is requesting that a member be removed
38 from the Planning Board due to nonattendance. TA Smith sent Erica Hebert a certified letter
39 regarding this matter but received no response. BOS announced vacancy on Planning Board.

40
41 **MOTION:** By Selectman Sharp

42 *Remove Erica Hebert from the Planning Board on the grounds of neglective duty per NH*
43 *RSA 673:13.*

44 **SECOND:** By Vice Chair Lamos

45 **VOTE:** 4-0 (**All in favor**)

46 **MOTION PASSED**

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- **Approve 2018 Deliberative Session dates:**

MOTION: By Selectman Sivalingam
Approve Deliberative Session dates of February 3rd 2018 with February 10th 2018 snow date.
SECOND: By Vice Chair Lamos
VOTE: 4-0 (All in favor)
MOTION PASSED

- Other Items: Selectman Sharps reported on Planning Board meeting where they met with LRPC representative, Mike Izard to prepare proposed aquifer protection ordinance and on a second Planning Board meeting in which they discussed PSU student involvement on projects. She also attended the Pemi River Local Advisory Committee meeting. Their next meeting will be on November 29. She attended the Heritage Committee meeting of October 10, 2017.
Chair Newton reported that the Economic Development Committee will be having their fall meeting on November 29 from 10:00 AM to 12:00 PM at the Legion Hall. Invitations will be going out to Town officials, PSU professors and students.
Selectman Sivalingam asked about a letter which was received by the Town Office and the Selectmen from the Town Library Trustees. Town Library Trustee, David Ruell clarified that the intent of the letter was to clarify State Library laws regarding autonomy of the library.

PUBLIC COMMENT

None

There being no other business, Selectman Sivalingam made a motion to adjourn, Selectman Sharps seconded, all in favor. Meeting adjourned at 7:35 PM.

Respectfully submitted,
Wendy Smith
November 8, 2017

ASHLAND FIRE & RESCUE

PURCHASE REQUEST

To: Town Administrator Charles Smith
From: Chief Heath
Date: 11/14/2017

Subject: Pager replacement.

We currently have an assortment of pagers in service, ranging from the older Minitor IV and V, to the newer VI. In August alone we had 3 Minitor V pagers that had to be sent out for repair. The cost was \$523.00 just to repair the pagers. The Minitor IV and V are no longer in production and it is increasingly difficult to find parts. We have a number of pagers that are currently in need of repair, and feel that it would be wiser to replace them instead of repairing them.



This request is for the purchase of 4 Minitor VI pagers with 5 year warranty. This is an anticipated expense as we have been aware of the problems with our aging pagers. There are sufficient funds in the equipment maintenance line, 01-4220-10-630 to cover this expense.

VENDOR	COST	QUANTITY	SHIPPING	TOTAL
Ossipee Mt.	\$435.00 ea.	4 sets	N/A	\$1,740.00

Stephen L. Heath

November 20, 2017

Ashland 150th Celebration Committee

1. We would like to request that our logo be on the front of next year's Town Report and the schedule of events be included inside.
2. The Committee sold mugs, ornaments and pictorial books at the Town Wide Yard sale. We made about \$700 plus a \$500 donation from Roy Wheeler. We also sold those items and the license plates at the Open House of the Ashland School last week. We have a spot at the Ashland Community Church for the Christmas Night in Ashland on December 1 to sell items. Copies of the final event schedule and updated order form have been delivered to the light company, the library, the town office, Dot's Bread 'n Butter, and the school. In addition the school has included our information on their website including the order form and schedule of events. Fran's Ceramics & Gifts, 48 Main Street, is selling items (except the license plates) in addition Elaine Hughes Realty Group, 116 Main Street (which has the license plates).
3. We completed an application to the Meredith Village Savings Bank fund for a grant, but have not heard anything yet.
4. The press releases for October and November have been printed in the Record Citizen and Laconia Daily Sun. Mardean Badger has completed adding the 150th Anniversary Committee to the Ashland website including our press releases and pictures of the various items we have for sale and the order form. Thank you Mardean!
5. Kendall Hughes and I met with the Ashland School and received permission for the various events which we want to hold there and have completed the required request forms for them. We will also be working with them over the rest of the school year. We still need to make a formal request to the School Board as to the fireworks.
6. Hobo Railroad has agreed to do the train ride to and from the Civil War Ball at the Common Man Inn. We have an individual who has agreed to be our "station agent" and "sell" the train tickets at the station on the date of the event. We are currently working on the train ticket design.
7. We have received some negative response about the Civil War Ball being at the Common Man Inn in Plymouth when this is an Ashland celebration. The Committee explored options in Town, such as the Legion which would be too small; putting up a tent at the ballpark or railroad station which would be costly to rent, plus we would have to deal with tables, chairs, lighting and, of course, the weather; and the school gym which requires a covering to be down to protect the floor and would not be conducive to dancing and we

would still need to rent tables, tablecloths, etc. All of these options required either volunteer food and drink or catering. The best alternative which also allowed us to ride the train from the Ashland Station to the event is the Inn. This is the only event which would allow for adult beverages and being at the Inn but not require the Committee to be responsible for monitoring same.

8. The utility pole banner design has been finalized. We will now check on prices and start marketing them.
9. Unfortunately, we cannot view the actual LW Packard Bell until Spring, but David Paquette and I met with Craig Moore at the Riverwalk Park to determine location, size, steps involved, etc. We will proceed with a proposed design for the monument and estimate for costs over the winter.
10. We have selected the final choices for the cemetery walks; found the various sites and stones in Green Grove Cemetery to prepare the walking map and am now finalizing the research on each to prepare the narratives. We will need to confirm with the individuals who have volunteered to determine the number, if any, of additional performers we will need
11. We have selected Club Soda as the group for the street dance. I will review the tax maps for Pleasant Street and obtain current owner names and addresses to forward letters advising of this proposed event.
12. For the day in the ballpark after the parade we have now hired Mo the Clown and Just Because, a bluegrass to contemporary group. We will need the contract signed by the Town for Just Because. We are working on various vendors and additional entertainers, including wood-fired pizza, fried dough, face painting, etc. We hope to go to one of Wentworth's Friday night square/contra dances for possible additional entertainment. I also plan to go to the line dancing and Tai Chi which they have at the Plymouth Senior Center as possibilities..
13. There has been some discussion that the costs of the police and fire depts. should come from the Patriotic Account. I just want to confirm that we were advised early in the process that this is not considered an event which qualifies for those funds but more an "historical" event, so we will include those costs in our budget.
14. We feel it is important the Board be aware of the 150th Committee's view as to the proposed "Squamstock" event being planned by the Heritage Commission and have attached a summary in that regard which will be provided to the Commission as well.





**Ashland NH Sesquicentennial - 150th Celebration
Week of July 20 to July 29, 2018**

- Fri: July 20**
Secession Re-enactment; First Town Meeting (Ashland Gym)
- Sat: July 21**
Train Ride from Ashland Station to/from Civil War Costume Ball
Civil War Costume Ball (Common Man Inn, Plymouth)
- Sun: July 22**
1st Cemetery Walk (Green Grove Cemetery)
Town Historic Walk (Ashland Historical Society)
- Mon: July 23**
Rain Date - 1st Cemetery Walk
- Tues: July 24**
2nd Cemetery Walk (Green Grove Cemetery)
- Wed: July 25**
Street Dance - Old Cars/Trucks (Pleasant Street)(If rain, Ashland Gym)
- Thurs: July 26**
Rain Date - 2nd Cemetery Walk
- Fri: July 27**
Alumni Day (Ashland Gym)
- Sat: July 28**
Parade (Fire Station to Ballpark)
150th Ceremony; Various Events; Vendors; Entertainers (Ballpark)
Fireworks (Viewing from Ballpark)
- Sun: July 29**
Rain Date for Fireworks
Whitten Woods Walk (off Highland Street)
Boat Parade (Old & New) Covered Bridge to Holderness & Return)

ASHLAND 150TH CELEBRATION ORDER FORM

Name: _____
Mailing address: _____
Telephone: _____
Email: _____

Pictorial Book: _____ @ \$29.95 = \$ _____

Plus shipping & handling

NH & Out of State:

Priority Rate _____ @ \$ 7.00 = \$ _____

Book Rate _____ @ \$ 4.00 = \$ _____

Subtotal: _____ \$ _____

Mug: _____ @ \$10.00 = \$ _____

Plus shipping & handling

(Priority & Book Rate are the same)

In NH: _____ @ \$ 8.00 = \$ _____

Out of State: _____ @ \$13.00 = \$ _____

Subtotal: _____ \$ _____

License Plate: _____ @ \$20.00 = \$ _____

Plus shipping & handling

In NH:

Priority _____ @ \$ 7.00 = \$ _____

Book Rate _____ @ \$ 4.00 = \$ _____

Out of State:

Priority _____ @ \$ 9.00 = \$ _____

Book Rate _____ @ \$ 4.00 = \$ _____

Subtotal: _____ \$ _____

Ornament: _____ @ \$10.00 = \$ _____

Plus shipping & handling (no additional shipping & handling needed
if an ornament is ordered with any of the above items)

(Priority & Book Rate are the same)

In NH: _____ @ \$ 3.00 = \$ _____

Out of State:

Priority _____ @ \$9.00 = \$ _____

Book Rate _____ @ \$7.00 = \$ _____

Subtotal: _____ \$ _____

Total due: _____ \$ _____

**Mail form with check or money order payable to "Ashland 150th Celebration Fund",
PO Box 15, Ashland NH 03217**

No shipping & handling required if item(s) picked up at:
Elaine Hughes Realty Group, 116 Main Street, Suite 2, Ashland
(Mon, Tue, Wed & Thu 9-5 & Fri 9-3) or
Fran's Ceramics & Gifts, 48 Main Street, Suite B, Ashland
(Tue, Wed, Thu & Fri 10-4; Sat 9-3)

All proceeds go to defer the expenses of the Sesquicentennial next year!

THANK YOU!!

ASHLAND'S 150TH CELEBRATION COMMITTEE

The new order form reflecting the costs of the mug, ornament, license plate and pictorial book, plus shipping, has been completed. It is available at the Library, Electric Company and Town Office as well as on-line at ashlandnh.org under "150th Anniversary Committee". The items are available for purchase at Elaine Hughes Realty office, 116 Main Street, and Fran's Ceramics & Gifts, 48 Main Street. The 2018 calendar has been ordered and should be received shortly. We will be selling items at the Ashland School Open House on Thursday, November 16, beginning at 5 pm as well as at the Ashland Community Church for the Christmas Night in Ashland on Friday, December 1, beginning at 5 pm. The schedule of events has been finalized as follows: Friday, July 20: Secession Re-enactment; First Town Meeting (Ashland Gym); Sat. July 21: Train Ride from Ashland Station to/from Civil War Costume Ball (Common Man Inn, Plymouth); Sun. July 22: 1st Cemetery Walk (Green Grove Cemetery), Town Historic Walk (Ashland Historical Society); Mon. July 23: Rain Date - 1st Cemetery Walk; Tues. July 24: 2nd Cemetery Walk (Green Grove Cemetery); Wed. July 25, Street Dance - Old Cars/Trucks (Pleasant Street)(If rain, Ashland Gym); Thurs. July 26: Rain Date - 2nd Cemetery Walk; Fri. July 27: Alumni Day (Ashland Gym); Sat. July 28: Parade (Fire Station to Ballpark), 150th Ceremony, Various Events, Vendors, Entertainers (Ballpark); Fireworks (Viewing from Ballpark) and Sun. July 29: (Rain Date for Fireworks), Whitten Woods Walk (off Highland Street) & Boat Parade (Old & New) (Covered Bridge to Holderness & Return). Thank you for your continued support!!

ASHLAND'S 150TH CELEBRATION COMMITTEE

The license plates are here!! Cost is \$20 each. They may be purchased by anyone, but if put on a vehicle it must be on the front only, the vehicle must be properly registered and inspected, and in New Hampshire can only be displayed from January 1 to December 31, 2018. If the vehicle is registered in another state, then the rules of that state apply. Commemorative mugs (\$10), pens (\$2) and Christmas ornaments (\$10) as well as the pictorial book with current and vintage pictures of our town (\$29.95) are also for sale. We are obtaining the needed packaging materials so postage costs can be determined and all items shipped. Everything is currently available at Elaine Hughes Realty office, 116 Main Street, Ashland. We have filed an application for a possible grant from the Meredith Village Savings Bank Fund to help defray some of the costs of our celebration. The final design for the utility pole banners is almost complete. It is anticipated that these will be sponsored by businesses as well as individuals/families and displayed in different areas of town. We will keep you updated on this project. Any food or craft vendors or others who are interested in a space at the ballpark during our event on Saturday, July 28, 2018, please email ashlandnh150@yahoo.com or mail PO Box 15, Ashland NH 03217, with your information. Thank you for your continued support!!

ASHLAND
150th



*Sample Business
Sponsor Name
Here*



November 20, 2017

Name
Address
Ashland NH 03217

Re: 150th Anniversary Celebration of Town of Ashland in 2018

Since you own property on Pleasant Street in Ashland and upon request of the Board of Selectmen, I am contacting you as Chair of the Ashland 150th Anniversary Celebration Committee. One of the many events being planned is a street dance with the group, Club Soda, on Wednesday, July 25, 2018, on Pleasant Street between the hours of 6 to 9 pm.

We are working with the Police and Fire Departments to insure appropriate coverage and will provide portapotties and trash receptacles. It is anticipated that some type of barriers will be installed on the street by the library to eliminate vehicular traffic during the event in that area. The entire street will not be closed.

If you have any concerns or questions, please do not hesitate to contact the Committee at AshlandNH150@yahoo.com or the Town Office. Thank you for your consideration in this regard. We hope this will be a fun event for all.

Respectfully,

Jane I (Lyford) Sawyer, Chair
Ashland 150th Celebration Committee

“Just BECAUSE” Band Performance Contract

This Contract (the “Agreement”) is made on this 10th day of December, 2017 between Town of Ashland, 150th Celebration Committee (“Operator”) and “Just BECAUSE” (the “Band”) for the hiring of Band as independent contractors to perform for Operator in the Ashland Parade and Ashland Gazebo, in Ashland, NH on this date, July 28, 2018, during the hours needed at the Parade and again on the same date to perform in the Town Gazebo between the hours of 6 pm and 8 pm. It is agreed as follows:

1. **“Just BECAUSE” can perform their show in any combination of band members (and guests) as they choose for each venue.**
2. **Description of Show.** Show will be a musical performance with musical content decided by Band.
3. **Payment.** Compensation for the Show will be \$950.00 dollars, payable by the “Operator” upon the Band’s arrival to the venue and prior to setting up their PA system. No deposit is required unless otherwise prearranged between both parties.
4. **Cancellation.** Should the show may be cancelled by Band, the Operator may not seek any damages. Cancellation may be made by Operator prior to the time of Show, in which case the Band's Fee is still owed to the Band. A rain date is acceptable if agreed by all parties.
6. **Advertising.** Advertising of the “Just Because” Band will have the Band’s approval prior to publication.
7. **Sound Systems Check.** A sound check conducted by Band of the (Band’s) sound system is required, at a time to be mutually arranged between Band and Operator. The Band has their own sound system and will be using it.
8. **Security, Health, and Safety.** Operator warrants that Venue will be of sufficient size to safely conduct Show, that Venue is of stable construction and sufficiently protected from weather, and that there will be adequate security and/or emergency medical responders available if required. Operator maintains sufficient personal injury/property insurance for Venue sufficient to cover foreseeable claims.
9. **Indemnification.** Operator indemnifies and holds Band harmless for any claims of property damage or bodily injury caused by Show attendees. The below-signed Band Representative warrants the authority to sign this agreement for the Band in its entirety. The below signed Operator's Representative warrants is the authority to bind Operator and Venue (above).

“Operator”	Date	“Just BECAUSE” Representative	Date
“Just BECAUSE”			
PO Box 255/Holderness, NH			

Date: November 20, 2017

To: Board of Selectmen & Heritage Commission for Town of Ashland

From: Ashland 150th Celebration Committee

Re: Proposed Heritage Commission "Squamstock" Event

We feel it is important that the Board & Commission understand the 150th Committee's view as to the proposed "Squamstock" event being planned by the Heritage Commission:

1. While we feel the event, itself, is a great idea, we would respectfully request that it not occur before or during the week of the 150th events because:
 - i. The proceeds are not going to defer costs of 150th but to Ashland/Holderness Schools;
 - ii. It has a separate and distinct logo;
 - iii. The 150th would be competing with Squamstock AND the 4th of July events for funds;
 - iv. It is and will be confusing to our donors whether it is a 150th event or something separate;
 - v. The proposed silent auction will compete with our raffles;
 - vi. Selling shirts, bags, etc. will conflict with our sales & those of the 4th of July Committee; and
 - vii. Donations/food from local businesses could conflict with our needs.

2. The event and it being sponsored by the Heritage Commission raises other concerns:
 - i. Can the Ashland Heritage Commission sponsor an event when ½ of the proceeds will go to an out of town school?
 - ii. Is it really an "historical" or "cultural" event when it isn't based on anything which has occurred historically in Ashland or based upon a "cultural" event except the proceeds are going to school

art programs?

- iii. Is the Commission suppose to handle events directly or assist in coordinating and fundraising for cultural events for the Town, especially when it is not strictly an "Ashland" event but an "Ashland/Holderness" event?

Thank you for your attention and consideration of the foregoing.

Ashland 150th Celebration Committee

Jane I. Sawyer, Chair

TO: Board of Selectmen, Town Administrator
FROM: Ashland Heritage Commission
DATE: November 15, 2017
RE: Transition of Fourth of July Committee

At the Heritage Commission meeting held on Tuesday, November 14, 2017, on a motion by Maher, seconded by Sharps, it was voted to discontinue the Fourth of July Committee as a subcommittee of the Heritage Commission.

On a motion by Maher, seconded by DeWolfe, it was voted to transfer the Fourth of July funds now part of the Heritage Fund, with whatever balance remains, after the Selectmen vote to accept those funds into the new non-lapsing account.

It is also requested that the Board of Selectmen, having accepted the Ashland Fourth of July Committee with its new members, thank the previous Committee members who kept the event going and raised the funds available now to continue the event. Katie Maher will provide a list of names.

TO: Board of Selectmen, Town Administrator
FROM: Ashland Heritage Commission
DATE: November 15, 2017
RE: Seasonal Decoration of the Town Hall

At the Heritage Commission meeting held on Tuesday, November 14, 2017, on a motion by DeWolfe, seconded by Sharps, it was voted to request the Selectmen's permission to seasonally decorate the Town Hall for the rest of 2017 and during all of 2018.

The plan for this upcoming holiday season is to have the Town Hall decorated by Friday, December 1 in time for the Christmas Night in Ashland event.

NOVEMBER 2017

NHDOT – TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT

Description: Reconstruction of sidewalk and crosswalks along Main St. US Rte. 3/25 – from Gordon Street to West Street; approx. 0.6 miles.

Updates:

Previous: Scheduled and interviewed engineer firms

Current: BOS selected KV Partners as engineering consultant. Scope of work sent to NHDOT for review.

THOMPSON ST/HIGH ST/SMITH HILL RD RECONSTRUCTION; WATER & SEWER REPLACEMENT

Description: Replace water and sewer lines and road reconstruction

Updates:

Previous: Town received letter finalizing State Revolving Fund (SRF) funding – next step approval at Town Meeting.

Current: TA to attend SRF workshop on November 20th

GEOGRAPHIC INFORMATION SYSTEM (GIS) MAPPING

Description: Installation of a web-based GIS system for parcel mapping and utility infrastructure

Updates:

Previous: BOS met with CAI Tech on Sept. 25th – determine next steps in project

Current: CAI Tech sent proposal with costs spread over three years for CRF warrant article

LW PACKARD MILL SITE

Description: Brownfields study of property at former mill site in town – LW Packard

Updates:

Previous: Nobis to visit site the week of Oct. 9th to conduct groundwater monitoring.

Current: Building materials survey completed, results to be sent for review. Nobis said “it appears the facility was diligent in remove of asbestos materials, but minor concentrations of PCBs in painted surfaces.” They started groundwater sampling, but had to postponed due to significant rain week of test.

TOWN BUILDINGS TELECOMMUNICATIONS

Description: Issues with departments telecommunication such as Internet, telephones, emails, etc.

Updates:

Previous: First Light working with CCS on next steps

Current: First Light scheduled to complete the installation on November 22nd followed by CCS connecting the line between Town Office and Police Department.

LAKES REGION PLANNING COMMISSION (LRPC)

Description: Agreement with LRPC to conduct inventory analysis of town culverts and road paving plan

Updates:

Previous: DPW Director submitted prioritization list to LRPC.

Current: Town received the culvert assessment report; forwarded to BOS and land use boards. LRPC finished the road assessment, next step, forecasting pavement treatments and budgeting for road preservation. Scheduled completion has been extended to late December due to software and portal updates with the Road Surface Management System (RSMS) maintained by UNH T2 administered by NHDOT.

ASHLAND ELECTRIC DEPARTMENT – NEW BUILDING

Description: Construction of new building for the Ashland Electric Department

Updates:

Previous: Electric Commissioners to work with the Board of Selectmen on repairing water runoff from building.

Current: PRIMEX to send consultant field appraiser for review of building.

RIVER WALK MAINTENANCE

Description: Cleanup area along the river walk

Updates:

Previous: Before work begins DPW to have walkthrough with 150th Committee about having commemorative bell at location

Current: No updates

TOWN OFFICE BUILDING FIRE ALARM

Description: Install fire alarm system at Town Office building

Updates:

Previous: Mango finished installing the first phase of the fire alarm system

Current: No updates

NORM DEWOLFE DAY AND VOLUNTEER RECOGNITION

Description: Preparation for Norm DeWolfe day and how to recognize town volunteers.

Updates:

Previous: recognition reception occurred on September 11th

Current: No updates

TOWN OFFICE BUILDING MAINTENANCE

Description: Maintenance and repairs for the town office building

Updates:

Previous: As part of the volunteer day recognition a few maintenance items were completed such as; parking lot was recoated, parking lines repainted, entryway repainted, benches stained, weeds cleared from building, front garden weeded, and the bricks on the old jail door where cleaned.

Current: No updates

WHIPPLE HOUSE

Description: Comprehensive building status report provided by newly formed Heritage Commission along with deeds, leases and associated warrant articles. Town owned building in need of significant maintenance & repair work.

Updates:

Previous: No updates

Current: Note: lease agreement set to automatically renew in December.

SPEED BUMP ON LEAVITT HILL ROAD

Description: Issue with having a speed bump on Leavitt Hill Road during the Parks & Rec summer months

Updates:

Previous: BOS voted to add the issue to the project list

Current: No updates

TOWN PERSONNEL POLICY

Description: Review and update OF the town personnel policy

Updates:

Previous: Employee committee to reconvene and analyze policy for legal review

Current: No updates

BUILDING PERMIT FEES

Description: Increase the current town building permit fees

Updates:

Previous: BOS placed on hold for future analysis

Current: No updates

UTILITY PARTNERS

Description: Efficiency recommendations for town utility department.

Updates:

Previous: Tabled for further discussion by BOS

Current: No updates

GRANT OPPORTUNITIES

Description: Explore opportunities to underwrite grants

Updates:

Previous: TA to continue to work with LRPC and others on grant opportunities

Current: No updates

SOLAR ENERGY

Description: NOBIS and NH Solar Gardens should be contacted to do presentation. No net metering.

Updates: No updates

WALTER L. DURACK V
160 DEPOT STREET
ASHLAND, NH 03217

November 10, 2017

Fran Newton, Chair
Ashland Board of Selectmen
Town of Ashland
P.O. Box 517
Ashland, NH 03217

RE: Support for Kathleen DeWolfe's Appointment to Ashland ZBA

Fran:

At the November 6, 2017 meeting of the Ashland Board of Selectmen, Item IX (a) of the meeting agenda concerned the appointment of Kathleen DeWolfe as a full member of the Ashland Zoning Board of Adjustment (ZBA). While I was not present in person at this public meeting, I have reviewed the video recording of the meeting as part of my own due diligence to remain an informed resident of this town. The behavior of Selectman Sivalingam has prompted me to write this letter of support on Kathleen's behalf.

Kathleen joined the Ashland Conservation Commission at a time when an additional volunteer member was desperately needed so the commission could function in an orderly fashion. She quickly became an integral member of the commission who could be relied upon for completing any assigned task or volunteered duty. Kathleen was wholeheartedly committed to faithfully executing her oath of office. No challenge that we faced as a commission left her daunted. When faced with situations that were new to me, Kathleen willingly offered herself as an invaluable source of knowledge and advice. I came to rely on her ability to dig into the details and minutia of state environmental rules and her patient explanation of them to me.

During her tenure as a commissioner, the entirety of our community benefited from her wealth of knowledge gained by seven years of previous experience as a conservation commissioner in the town of New Durham; her passion for the protection, promotion, and stewardship of our town's vital natural resources; and her dedication to defending those precious resources from the threat levied by the proposed construction of the Northern Pass transmission lines.

As the chair of the commission, I regretfully accepted her resignation with the understanding that it was my responsibility to do so, regardless of any personal sentiments. Every person, regardless of status as a volunteer or a paid, benefitted employee, deserves the right to live their life as they choose; sometimes those choices mean stepping down from an integral role to pursue the direction their personal life is taking them. Frankly, it is none of my business, nor should it be the concern of any other individual involved in the governance of this town, to question the commitment of an individual who faithfully executes one's oath of office.

This town, along with virtually every other municipal corporation in this state, would cease to function in an orderly fashion if the countless volunteers were to discontinue their service. We live in an age where willing, qualified residents are increasingly difficult. To berate one such willing volunteer over

WALTER L. DURACK V
160 DEPOT STREET
ASHLAND, NH 03217

a matter which has been demonstrated to be of no concern, and to do so in such a publicly humiliating fashion, is simply unconscionable. As a current volunteer member of this town's government, this behavior is pause for me to question if my commitment to my position is worth the labor if my commitment can be so capriciously questioned by unbridled tongue.

Beyond my offer of evidence of Kathleen's commitment and dedication to the government of this town, I write as a concerned resident of this town who was deeply offended by the egregious lack of professionalism displayed by Selectman Sivalingam. The voters of this town elect representatives from among our population to carry out the executive functions of our government in a professional, personable, and courteous manner. I feel strongly that is not unreasonable to expect our elected officials, regardless of the demand on their time or the size their salary, to act in a manner that is above reproach when representing the town in a public forum.

I encourage you as the chair of our selectboard to seek a public apology from Selectman Sivalingam for his behavior in front of the residents of this town and the wider viewing audience. Furthermore, I encourage you to seek a personal apology from Selectman Sivalingam to Kathleen for his slanderous remarks. Again, I cannot understate the importance of all individuals of the selectboard, as well as the selectboard as a whole, to conduct themselves in a manner that is above reproach at all times.

Sincerely,



Walter L. Durack V

November 16, 2017

Tejasinha Sivalingam
PO BOX 1047
Ashland NH 03217

Town of Ashland
Attn: Board of Selectmen
20 Highland Street,
P.O. Box 517
Ashland NH 03217

Dear Board of Selectmen and people of Ashland,

Please excuse me, I am unavailable to attend the Board of Selectmen meeting on Monday November 20, 2017. I recognize that several important issues are being discussed. However, I appreciate your understanding that my absence is for family reasons. I offer the following statement for your consideration.

Regarding the letter submitted by Conservation Commissioner Mr. Walter Durack, dated November 10, 2017. First, I am pleased to know that he and the appointed official had a great working relationship while the appointed served on the Conservation Commission. Second, vetting a candidate that has put their name forward for consideration of appointment to public office, is part of the democratic process. Third, Mr. Walter Durack's statements that call into question my professionalism, respect for voluntary service, and state that I was slanderous, do not demonstrate an understanding of what truly occurred and these statements are inaccurate and wrong. Fourth, I stand by my conduct and decision. Fifth, I respect that the board has made a decision on this appointment. I believe the appointed individual will bring her best to the Zoning Board of Adjustment. And, it is now time to move on.

Thank you for your time and consideration. I wish you each and all a wonderful holiday.

Respectfully,



Tejasinha Sivalingam
Member of the Ashland Board of Selectmen

Date: October 25, 2017
To: Ashland Board of Selectmen
Ashland Water & Sewer Commissioners
From: Ashland Planning Board
Re: Comments on Proposed Sewer Department Construction as per RSA 674:54 II

At the Planning Board's duly noticed public hearing on October 4, 2017, the Planning Board received a presentation from the Ashland Sewer Department and Commissioners regarding construction of a 37' x 70' structure to receive and process hauled septage and municipal sewage, adjacent to the sewage lagoons off Collins Street. After hearing the presentation and reviewing the documents provided by the Sewer Department, the Planning Board has the following observations:

- Property: M/L 003-002-002 in the Industrial-Commercial Zone owned by Town of Ashland, facilities managed by Ashland Water and Sewer Commissioners.
- The proposed one-story building is not in compliance with the appropriate back setback of 25' in the Industrial Zone as required by current Zoning Ordinance. However, the proposed new building replaces the current grandfathered building with approximately the same setback which has not been documented as a concern by the abutter, NHDOT.
- Construction of the building will include engineered site drainage as required by NHDES.
- The run-off from the additional impervious surfaces (driveways) will be tied into the engineered drainage management system.
- The Commissioners stated that there will be little increased impact of traffic or noise on abutters.
- The building will be constructed on town property and will continue the current use of receiving septage from haulers.
- Any exterior lighting will be directed downward as required by current Site Plan Review Regulations.
- Fire and life safety requirements will be as directed by Steve Heath, Ashland Fire Chief.
- All appropriate permits will be obtained.
- A complete as-built plan will be filed at the Sewer Department and at the Town Office.