

**ASHLAND BOARD OF SELECTMEN
WORK SESSION
MONDAY, AUGUST 20TH, 2018 at 6:30 PM
ASHLAND FIRE STATION**

- I. PLEDGE OF ALLEGIANCE**
- II. CALL TO ORDER**
- III. PUBLIC COMMENT (Agenda items only)**
- IV. APPROVAL OF MINUTES**
 - a. BOS meeting(s): 8/6/18
- V. CONSENT AGENDA**
 - a. Weeks of:
 - i. 8/6/18 – A/P: \$240,767 and Payroll: \$29,494
 - ii. 8/13/18 – Payroll: \$20,562
 - b. Memo to Trustee of Trust Funds
 - i. Ashland Library key
 - c. Personnel Action Form
 - i. Parks & Rec employee title change
- VI. DEPARTMENT HEAD(S)**
 - a. Town Clerk/Tax Collector
 - i. NHNY and EFAR Tax Abatement Agreement
 - b. DPW Director
 - i. Truck and Loader sealed bids announced
 - ii. Paving Collins St. and Depot St. sidewalks
- VII. NEW BUSINESS**
 - a. Ashland Water & Sewer – State Revolving Fund (SRF) loan
 - b. Woody Thompson - Route 3 drainage problem on Little Squam Lake, Ashland
- VIII. OLD BUSINESS**
 - a. Town Administrator updates
 - b. Project List
- IX. SELECTBOARD ITEMS**
 - a. Resident inquiry form
- X. LIAISON REPORTS**
- XI. PUBLIC COMMENT (Agenda items only)**
- XII. SIGNATURE FILE**
 - a. Memo to Trustee of Trust Funds
 - i. CRF reimbursement – TAP grant
 - b. Personnel Action Form
 - i. Town Administrator salary increase per contract
- XIII. NONPUBLIC SESSION**
 - a. Pursuant to RSA 91-A:3, II (a)
- XIV. ADJOURNMENT**

Posted on 8/17/18 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 are made with advanced notice.

1 ASHLAND BOARD OF SELECTMEN MEETING MINUTES
2 REGULAR MEETING
3 MONDAY, AUGUST 6, 2018
4 ASHLAND FIRE STATION
5 REGULAR MEETING 6:30 PM
6
7
8

9 **PLEDGE OF ALLEGIANCE**
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11

12 **CALL TO ORDER**

13 Chairman Newton called the meeting to order at 6:30 PM with a roll call. Chairman Frances Newton,
14 Vice Chairman Harold Lamos, Selectman Casey Barney, Selectman Kathleen DeWolfe and
15 Selectman Leigh Sharps present. Others Present: Town Administrator Charles Smith and
16 Administrative Assistant Wendy Smith.
17
18

19 **PUBLIC COMMENT (Agenda Items Only)**

20 Selectman Sharps, Selectboard 150th Celebration representative, expressed thanks on behalf of herself
21 and the Board to all those involved with the Ashland 150th Celebration. The celebration was a great
22 success.
23
24

25 **APPROVAL OF MINUTES**

26 July 2, 2018-Inserted text into the Public Hearing on the Proposed Project-Rehabilitation of Harvey
27 Heights/Ledgewood Estates Apartments section and the Public Hearing on the Housing and
28 Community Development Plan section per request of Lakes Region Community Development.
29

30 **MOTION:** By Selectman Sharps
31 *Approve 7/2/18 minutes as amended.*

32 **SECOND:** By Selectman Barney

33 **VOTE:** 5-0 (All in favor)

34 **MOTION PASSED**
35

36 July 16, 2018-Pg. 2, line 2 insert "TA Smith was asked by the Board to update them on the legal line at
37 every upcoming meeting to keep them informed of how much money is left in the line." at the end of
38 the paragraph. Pg. 4, line 29 insert "in September" at end of sentence.
39

40 **MOTION:** By Selectman Sharps
41 *Approve 7/16/18 minutes as amended.*

42 **SECOND:** By Selectman DeWolfe

43 **VOTE:** 5-0 (All in favor)

44 **MOTION PASSED**
45
46

1 July 18, 2018-Approve as amended.

2
3 **MOTION:** By Selectman DeWolfe
4 *Approve 7/18/18 minutes as amended.*

5 **SECOND:** By Selectman Sharps

6 **VOTE:** 5-0 (All in favor)

7 **MOTION PASSED**

8
9
10 **CONSENT AGENDA**

- 11 • Accounts Payable and Payroll Manifests for the week of 7/16/18 and Payroll for weeks of
12 7/23/18 and 7/30/18 were signed by a quorum of the Board.

13
14
15 **NEW BUSINESS**

16 CNP Assessing – NHNY and EFAR tax abatement agreement: Cindy Perkins of CNP Assessing went
17 over negotiations CNP Assessing had with NHNY Marina Development and EHFAR involving
18 abatements and their past due taxes.

19
20 **MOTION:** By Selectman Sharps

21 *Approve abatements based on CNP Assessing's information.*

22 **SECOND for discussion:** By Vice Chair Lamos

23 **VOTE:** 5-0 (All in favor)

24 **MOTION PASSED**

25
26 Discussion followed and it was decided to have Patricia Tucker, Tax Collector attend the next Board of
27 Selectmen meeting to give more clarification on the matter.

28
29 **MOTION:** By Selectman Sharps

30 *Rescind previous motion, "Approve abatements based on CNP Assessing's information."*

31 **SECOND for discussion:** By Selectman DeWolfe

32 **VOTE:** 5-0 (All in favor)

33 **MOTION PASSED**

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36 **DEPARTMENT HEADS**

37 Town Administrator:

- 38 • TA Smith read an email he received from Jeff Stiegler in which he thanked the Ashland public
39 safety officials for their work in making this a safe event for everyone. He also thanked all who
40 were involved in providing such a wonderful event.
- 41 • NHDOT-TAP grant (West St. to Gordon St. sidewalk project): The construction and
42 construction engineering cost estimates for the 2016 TAP grant application were \$331,284. The
43 2019 estimate is \$454,939 creating a shortfall of \$123,655. DPW Director Moore and TA
44 Smith have scheduled a meeting with NHDOT and KV Partners, the project engineers to discuss
45 the construction costs for this project.

1 **MOTION:** By Selectman Sharps

2 *Allow TA Smith to negotiate with NHDOT and KV Partners to lower construction costs for*
3 *TAP grant.*

4 **SECOND:** By Selectman Sharps

5 **VOTE:** 5-0 (All in favor)

6 **MOTION PASSED**

- 7
- 8 • Right to Know requests: Former Selectman's Tejasinha Sivalingam's voluminous requests for
9 emails, minutes, etc. have cost the Town at least \$3,500 in legal and information technology
10 fees thus far. The legal fees are expected to continue as counsel reviews the email requests. TA
11 Smith conveyed that the Town has taken great strides in being transparent and asked that if
12 anyone has any question as to how the Town is run, to just please ask him.

13

14

15 **SELECTBOARD ITEMS**

- 16 • Selectman Sharps requested the Boards permission to allow Granite Solar to attend a future
17 meeting to present municipal solar options. She will also invite NH Solar, Frase Electric,
18 Ashland Electric Department and Ashland Water and Sewer to attend.

19

20 **MOTION:** By Vice Chair Lamos

21 *Authorize Selectman Sharps to coordinate meeting with solar constituents.*

22 **SECOND:** By Selectman DeWolfe

23 **VOTE:** 5-0 (All in favor)

24 **MOTION PASSED**

- 25
- 26 • Board of Selectmen walk through of the L.W. Packard Mill building: Scheduled tentatively for
27 Saturday, 9/8/18 in the afternoon.
- 28 • Selectman DeWolfe asked TA Smith to send a letter to the Library Trustees regarding the key
29 to the upstairs room at the library.
- 30 • Selectman Sharps requested permission to look into plaques for the 150th Committee.

31

32

33 **OLD BUSINESS**

34 None

35

36

37 **PUBLIC COMMENT (Agenda Items Only)**

38 Kendall B. Hughes gave an update on the 150th Celebration Committee's ongoing fundraising activities.
39 The public can get 150th memorabilia such as the commemorative book and tape at Elaine Hughes
40 Realty.

41

42 Police Chief Randall thanked everyone who was involved with the 150th Celebration.

43

44

45 There being no further business, Selectman Sharps made a motion to adjourn at 7:24 PM. Vice Chair
46 Lamos seconded.

1 Reopened meeting to vote on unsealing nonpublic session minutes of 6/4/18.

2
3 **MOTION:** By Selectman DeWolfe

4 *Authorize nonpublic minutes of 6/4/18 to be unsealed.*

5 **SECOND:** By Vice Chair Lamos

6 **VOTE:** 5-0 (All in favor)

7 **MOTION PASSED**

8
9 There being no further business, Selectman Sharps made a motion to adjourn at 7:26 PM. Vice Chair
10 Lamos seconded.

11
12
13 Respectfully submitted,

14
15
16 Wendy Smith

17 August 8, 2018



**Town of Ashland
Board of Selectmen
Agenda Report
August 17, 2018**

To: Board of Selectmen

From: Craig Moore

Subject: Bid results for the Army trucks and old Loader

Recommended motion(s):

1. Motion to approve the bid amount of \$600 for the 1985 Chevy Pick up truck to Jarrett Downing.
2. Motion to approve the bid of amount of \$280 for the 1985 Chevy Pick up truck to Russell Drew Jr.
3. Motion to approve the Bid amount of \$12,000 for the 1981 International Loader to Peter Graves.

Discussion:

Fiscal Impact:

TOWN OF ASHLAND

The Town of Ashland NH will receive sealed bids for the sale of a 1981 International IH515 loader. The loader is in good working order with the exception of the emergency brake cable sticks. Included is a plow and wing set up and additional spare parts. Loader is being sold AS IS WHERE IS. Successful bidder assumes all responsibility and liability for the loader after the winning bid is announced and payment is tendered. All bids must be received by 4:00 p.m. on August 16, 2018. Bids are to be addressed to the Town of Ashland, P.O. Box 517 Ashland, N.H. 03217, submitted in a sealed envelope marked IH515 loader, contain the bidders name address, and phone number. Bids may be dropped off at the Town Office at 20 Highland St. Ashland NH. Any bids received after the deadline will be returned unopened. Bids are to be opened at 8:00 a.m. on August 17, 2018 at the Ashland Town Office 20 Highland St. Ashland NH, 03217. There is a \$10,000 minimum bid. For More information contact Ashland Public Works at 603-968-3166.

\$ 12,000

Peter Graves
Walpole NH
03608

603 756 3077

The Town of Ashland prohibits discrimination on the basis of race, color, national origin, sex sexual orientations, religion, age, disability, marital or family status. The Town of Ashland is an equal opportunity employer.

RECEIVED

AUG 17 2018

BOARD OF SELECTMEN



TOWN OF ASHLAND
PO BOX 517 – 20 HIGHLAND STREET
ASHLAND, NH 03217
603-968-4432 FAX 603-968-3776

Bid 1, the Town of Ashland NH, will receive sealed bids for the sale of a 1985 Chevy K33-2PI (CD30 90 3) pick-up truck VIN:1GCHD34J3FF382283 mileage reads 85679. This was originally an Army surplus truck. The truck runs but the transmission is gone and is not drivable. Truck is being sold AS IS WHERE IS. Successful bidder assumes all responsibility and liability for the truck and its operation after the winning bid is announced and payment is tendered.

Bid 2, The Town of Ashland NH, will receive sealed bids for the sale of a 1986 Chevy K33-2PI (CD30 90 3) pick-up truck VIN:1GCGD34J4GF392981 mileage reads 87178. This was originally an Army surplus truck. The truck runs but the transmission is slipping a bit when driving up hill. Truck is being sold AS IS WHERE IS. Successful bidder assumes all responsibility and liability for the truck and its operation after the winning bid is announced and payment is tendered.

All bids must be received by 4:00 p.m. on August 9, 2018. Any bids received after the deadline will be returned unopened. Bids will be opened at 8:00 a.m. on August 10, 2018 at the Ashland Town office 20 Highland St. Ashland NH. There is no minimum bid for the either of the trucks. Both trucks will be separate bids.

For More information contact Craig Moore PWD or Lee Huckins Town Mechanic at 603-968-3166. Bids must be submitted in a sealed envelope marked with 1985 Chevy Pick-up or 1986 Pick-up and addressed to the Town of Ashland PO BOX 517 Ashland NH 03217. Bids should contain the Bidders Name Address and phone number where they can be reached. Bidders may bid on both trucks separately. Bids may be dropped off at the Town Hall at 20 Highland St. Ashland NH.

1986	J. Downing	600.00
1986	C. Chickung	510.00
1986	A. ALPERT	258.00
1986	R. Dnew	280.00
1985	A. Albert	\$108.00
1985	R. Dnew	280.00
Russell Dnew Jr.		



**Town of Ashland
Board of Selectmen
Agenda Report
August 17, 2018**

To: Board of Selectmen

From: Craig Moore - Public Works Director

Subject: Paving Collins St and Depot St. sidewalks.

Recommended motion:

"Motion to approve the paving estimate from GMI in the amount of \$101,192.60 for paving Collins St. and Depot St. sidewalk and to have the expenditure come from the Road Improvements Capital Reserve Fund."

Discussion:

Collins Street is probably the most traveled road in town because of the transfer station and constant flow of sewage trucks now dumping. The lower half of the road from the bridge toward the sewer plant needs full depth reclamation meaning the road will have to be ground up regraded and paved. The rest of the road will be shimmed and overlaid. The paving quote provided runs from the entrance of depot street to the gate of the water and sewer department and also includes pavement up to the transfer station gate. Included in this quote is to repair the paved apron at the public works garage with an overlay (aprox. \$5000) GMI will just charge us for the pavement, over the years the pavement has broken up in several areas. This is a perfect time to pave this area saving money in the future.

The Depot Street sidewalks have recently had tip downs installed by the state of NH in preparation of paving on Depot St. The State has no plans on paving the sidewalks on Depot St. The sidewalks here are some of the worst we have in town.

Fiscal Impact:

Proposal amount \$101,192.60. To take from line 01-4915-30-500 CRF-HWY ROAD IMPROVEMENTS.



PROPOSAL

August 6, 2018
Recorded 5/18/18

Town of Ashland
P.O. Box 517
Ashland, NH 03217
Phone: 603-968-3166 Attn: Craig Email: publicworks@ashlandnh.org

We hereby propose to furnish the materials and perform the labor necessary for the completion of:
Project – Collins Street - Ashland, NH

Collins Street (approx. 3,668-sy):

- Reclaim existing asphalt in place
- Fine grade, roll, and compact roadway
Cost: \$ 1.35 -per sy x approx 3,668-sy = \$ 4,951.80
- Supply and install machine pave binder course at 2.0-in compacted and wearing course at 1.0-in compacted (approx. 1,072-tons combined)
Cost: \$ 68.90 -per ton x approx 1,072-tons = \$ 73,860.80

Depot Street (sidewalks approx 1,525-ft x 6-ft):

- Install gravel in sidewalk area, provide trucking and crew - Town to provide Gravel
Cost: \$ 7,200.00 -per day - Estimate (1) day to complete
- Supply and install hand pave binder course at 2.0-in compacted (approx. 115-tons)
Cost: \$ 132.00 -per ton x approx 115-tons = \$ 15,180.00

Note – Any Curb Patch associated with this project will be billed at \$250.00-per ton – All Permits, Testing (QC Testing), Layout, Grade elevations, Cold planning, and Sweeping provided by-contractor/owner (not included) unless noted above – Rubberized Joint Adhesive and Material Transfer Vehicle (MTV) Not included unless mentioned above – Bonds, Prevailing Wages, Union Wages, Night Paving Wages not included unless noted above – Winter Conditions: GMI will not be responsible for cold weather paving, frozen gravels and/or final appearance of paved area(s).

Payment Terms: Payment in full upon completion of the work, – No retainage unless approved by GMI Asphalt LLC.

Note: Estimate is valid for a period of 30 days due to the escalating cost of all petroleum-based products.

Pricing is based on July NH-DOT AC posting \$540.00 any change in AC will reflect price

All materials used in this contract are guaranteed to be as specified, and the entire job is to be done in a neat and substantial manner. Customer and or owner are responsible for all city and town permits. Any on or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Our workers are fully covered by Workman's Compensation Insurance. Loam and landscaping to be completed by property owner unless agreed upon in contract. **GMI Asphalt is not responsible for Surface Areas with less than 1% pitch. GMI is not responsible for any sub-base gravel that has been prepared by-others.** GMI will not be responsible for cold weather paving, frozen gravels and/or final appearance of paved area(s).

ACCEPTANCE OF CONTRACT

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date _____

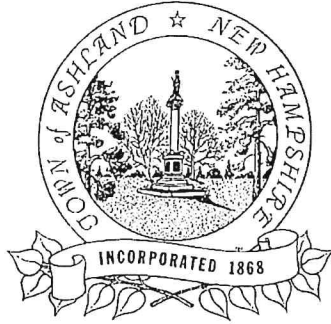
Signature _____

Print Name _____



CONTACT NAME: Mike Williams (603-937-0379) Signature _____
Mike@gmiasphalt.com
Confidential GMI Asphalt LLC

3.5% charge on all credit card purchases



Town Administrator Updates - August 2018

Town Administrator update reports are monthly reports that contain a compilation of department information. To keep the Board of Selectmen apprised of the Town's recent activities these updates are provided to the Board prior to their meeting. Providing these reports in advance allow the opportunity to ask questions of the administration and answer questions from their constituents.

LIBRARY – Director Weinberg



*Ashland Town
Library*

Patron Visits: 610 people visited the Library in July.

Circulated Items: Patrons borrowed 1,125 items from the Library last month and used 98 downloadable audio and E-books.

Programs: 34 children are participating in the Library's Summer Reading Program. Patrons have checked out 28 passes to the Polar Caves and Science Center this summer.

News/Events:

- Teen night at the Library will be held on Friday, August 24th from 6:30-8:00 pm.
- Book Group will be held on Monday, August 27th at 7:00 pm.
- Pre-School story time will take place on Friday, September 7th from 10:30-11:30 am.
- The Friends of the Library will hold a book sale during the Town Wide Yard Sale on Saturday September 15th.
- The Friends of the Library and the Historical Society are hosting the New Hampshire Humanities program "*If I Am Not for Myself Who Will Be for Me*", the story of George Washington's runaway slave who found freedom in New Hampshire. This program is free and will be held at the Booster Club on Wednesday, September 19th at 7:00 pm.

"The only thing that you absolutely have to know is the location of the library." — **Albert Einstein**

FIRE DEPARTMENT – Chief Heath



Ashland Fire Department

Total Calls	40
Medical Emergencies	25
Fire/Rescue Calls	8
Motor Vehicle Accidents	6
Service Calls	1

- Regular department training for July:
 - Water rescues.
 - EMS training involved a review of pediatric transport, ambulance safety, provider safety, and infectious disease prevention.
 - Various department members also attended outside training on firefighter cancer awareness and prevention.
 - The final phase of the EMS in the Warm Zone Training is scheduled for September 8, this will involve members of Ashland Police and Fire Departments as well as personnel from surrounding towns.
- The new truck is now in service, and personnel are continuing their training and familiarization on the new engine.
- Apparatus pump testing was completed in July, with Engine 1, Engine 2, and Ladder 1 all meeting NFPA Standards. Air compressor maintenance and SCBA flow testing are scheduled for August 13. Emergency generator annual maintenance is scheduled for August 24. Aerial and ground ladder testing will be conducted in October.
- Life Safety Code inspections continue for both assembly and rental occupancies. NFIRS reports for July were reviewed and sent to the State Fire Marshal's Office. Deputy Bousquet has completed quality assurance reviews of all TEMSIS reports for medical incidents.

POLICE DEPARTMENT – Chief Randall

**Police activity for the months of May & June 2018*

Ashland Police Department

Dispatched Service Calls	799
Incidents	242
Arrests	23
Warrants	7
Accidents	5
Citation/Warnings	163
Parking Tickets	14

- Lt. Ulwick and Sgt. Gray attended training on updates to the Police Department IMC software.
- Sgt. Gray and Officer Waterbury attended training on human trafficking.
- Chief Randall attended the prosecution association meeting in preparation for the 2019 budget.
- Chief Randall and Sgt. Gray attended the 4th of July Committee and 150th Celebration Committee meetings.

**Police activity for the month of July*

Ashland Police Department

Dispatched Service Calls	387
Incidents	136
Arrests	15
Warrants	2
Accidents	7
Citation/Warnings	78
Parking Tickets	8

- Chief Randall, Lt. Ulwick, Pt. Officers Marren and Cooper attended Valor training relative to Officer Safety and Wellness.
- Chief Randall, Lt. Ulwick, and Sgt. Gray attended drug intelligence meeting at the Plymouth Police Department with local departments, State Police, Drug Task Force, DEA and County Attorney's Office.
- The new cruiser has been put into service and appears to be performing fine after 13 weeks of being off the road for factory defects.
- The Fourth of July fireworks and parade went smoothly with no major incidents. I would like to thank all of those involved that made it a success. I would also like to thank all the outside agencies that assisted us in making the celebration safe.
- The 150th celebration that took place all week was a great success and that as well went smooth. The 150th Committee was a joy to work with and I commend all involved with a job well done. I would also like to thank the outside agencies that assisted making the celebration safe.
- Ashland Police Department continues to follow up on investigations with on-going cases as well.
- Please remember that car break-ins are crimes of opportunity and it is recommended that you always lock your vehicles.

TOWN CLERK/TAX COLLECTOR – Pat Tucker

Town Clerk/Tax Collector Activity – June 2018

Tax Collection	\$1,851,416
Vehicle Registrations	\$31,471
Dog Registrations	\$365
Vital Record Copies	\$249

Town Clerk/Tax Collector Activity – July 2018

Tax Collection	\$685,926
Vehicle Registrations	\$42,943
Dog Registrations	\$351
Vital Record Copies	\$74

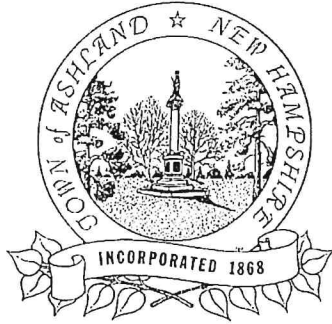
PARKS AND RECREATION – Director Barney

**For the months of June and July 2018*

- The After-School Program finished the 2018 school year with 39 kids enrolled in the program. We averaged 24 kids per day and are still using the Food Bank Program for healthy snacks and drinks.
- Summer Camp ran from June 25-Aug 10 with 42 kids signed up for camp. The average weekly attendance was 36.
- Elaine Hughes Realty was very generous in donating all our camp shirts again this year.
- A toilet seal in one of the bathrooms was leaking and needed to be replaced. Water leaked into the lower level wall causing us to replace the sheetrock, we also added insulation to the wall as it wasn't there before.
- The water heater at the snack shack had to be replaced, so there is now hot water for the building.
- During one of the storms at the beach the top of a tree fell and went through a camper. Nobody was hurt (occupants were not there) but the camper was totaled. The occupants were able to go through their insurance and get a new camper which is now on the site. DPW removed the remains of the tree and took the stump out which was a great help.
 - To see if there are other trees at risk of falling, we had a tree expert examine all the trees at the campground and found 19 trees might need get taken down. We reached out to three contractors for bidding the project. Overall, we are trying to reduce the risk of trees falling and protecting the safety of people at the campground.
- The beach opened on June 18th along with the snack shack. The stairs to the beach were cracked and had to be replaced. New lifeguards were hired this year. All were certified through "Whales Tale" at a discount cost. Last, the beach will be closing on August 26th.

DEPARTMENT OF PUBLIC WORKS – Director Moore

TOWN WEBSITE – Mardean Badger



Project List - August 2018

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: KV Partners presented their initial design concept and scheduled a public meeting with BOS at their regular 6:30PM May 21st, 2018 to continue the conversation about engineering the sidewalk.

Current: TA and DPW Director attended meeting with NHDOT and KV Partners about the projected construction costs.

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

Description: Replace water and sewer lines and road reconstruction

Updates:

Previous: applications for NH Clean/Drinking Water State Revolving Fund (SRF) Loan Program are due by June 15th, 2018. New with the application this year for DWSRF is a Drinking Water & Groundwater Trust Fund (DWGTF) which may provide grant funding for projects, funding is like principal loan forgiveness under DWSRF. Loan forgiveness and grant funding can be combined, but the latter is contingent on approval from the DWGTF Advisory Commission.

Current: Town pre-application for SRF accepted by Clean Water State Revolving Fund priority list. Town qualified for principal loan forgiveness. Application for grant funding with DWGTF Advisory Commission is still pending, decision expected in the fall.

ASHLAND PROPERTIES/LW PACKARD MILL SITE

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

Updates:

Previous: joint meeting with Ashland Economic Development Committee, LRPC, Nobis Engineering, and NHDES scheduled for Tuesday, June 19th at 9AM in Ashland Fire Department Conference Room.

Current: Board of Selectmen to schedule date and tour the property.

NH LAND & COMMUNITY HERITAGE INVESTMENT PROGRAM (LCHIP)

Description: Matching grant with LCHIP to provide a Historic Structure Report (HSR) on the Town Office building. HSR is a “road map for rehabilitating and reuse of the building, that provides a detailed and comprehensive analysis of the building and pays particular attention to its future reuse.”

Updates:

Previous: Board of Selectmen to have joint interview with Williams Architect’s about Town Office building. Interviews with staff completed on the needs of building. Other public officials have provided input by completing questionnaire.

Current: no updates

TOWN PARCEL AUDIT - GEOGRAPHIC INFORMATION SYSTEM (GIS) MAPPING

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

Updates:

Previous: Town Clerk/Tax Collector has started to pull property records for CAI Technologies.

Current: TC/TC continues to pull property maps – project scheduled to fully start in December

BUILDING PERMIT FEES

Description: Increase the current town building permit fees

Updates:

Previous: Town Administrator to discuss with BOS at meeting

Current: Building Inspector to review the proposed fees and attend public hearing. Recommended hearing date, Friday, August 31st at 10 AM in the Town Office building.

GRANT OPPORTUNITIES

Description: Explore opportunities to underwrite grants

Updates:

Previous: submitted a letter of interest (LOI) for new NHDOT Transportation Alternative Program (TAP) grant for next fiscal cycle. NHDOT confirmed receipt of LOI and will be sending applications

Current: LOI was accepted. TA attended mandatory TAP grant application training. Deadline for application; September 7th at 4PM.

TOWN OF ASHLAND APPRECIATION DAY

Description: annual appreciation day coordinated between the Board of Selectmen and Ashland Heritage Commission

Updates:

Previous: No updates.

Current: Board received memo from Heritage Commission with a variety of suggestions for the day. Board discussed the various recommendations at meeting and were intrigued by the idea of having a town-wide party/barbecue in conjunction with the Ashland Community Church and other organizations in the town.

TOWN OFFICE BUILDING MAINTENANCE

Description: Maintenance and repairs for the town office building

Updates:

Previous: placed new flooring at Town Office building/Police Department on hold until after the LCHIP study.

Current: no updates

TOWN PERSONNEL POLICY

Description: Review and update of the town personnel policy

Updates:

Previous: tabled until 2019; to coincide with negotiations of new CBA

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: Lease agreement set to automatically renew in December.

Current: No updates

SOLAR ENERGY

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

Updates: No updates

Previous: met with NOBIS and NH Solar Gardens for a presentation.

Current: No updates