

**TOWN OF ASHLAND
BOARD OF SELECTMEN
REGULAR MEETING
MONDAY, OCTOBER 1ST at 6:30 PM
ASHLAND ELEMENTARY SCHOOL LIBRARY**

- I. PLEDGE OF ALLEGIANCE**
- II. CALL TO ORDER**
- III. PUBLIC HEARING –**
 - a. CDBG/CDFA Feasibility Grant
- IV. PUBLIC COMMENT (Agenda items only)**
- V. APPROVAL OF MINUTES**
 - a. BOS meeting(s); 9/17/18
- VI. CONSENT AGENDA**
 - a. Weeks of:
 - i. 9/17/18 – A/P: \$227,644 and Payroll: \$18,212
 - ii. 9/27/18 – Payroll: \$16,707 and NHRS \$15,434
- VII. DEPARTMENT HEAD(S)**
 - a. Town Administrator
 - i. NHMY/EHFAR abatement
 - ii. DPW pave PD parking spot
 - iii. Note; Town Clerk/Tax Collector office will be closed October 11th, 2018 for software update
- VIII. NEW BUSINESS**
 - a. Whipple House – lease agreement
- IX. OLD BUSINESS**
 - a. North Ashland Rd. right away issues
- X. SELECTBOARD ITEMS**
- XI. PUBLIC COMMENT (Agenda items only)**
- XII. BOS SIGNATURES**
 - a. Purchase Order for paving Collins St. Item previously approved, copy for files.
 - b. Elderly Tax Exemption
- XIII. NON-PUBLIC SESSION PURSUANT TO RSA 91-A: 3, II (a)**
- XIV. ADJOURN**

Posted on 9/28/2018 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.

SCRIPT

**TOWN OF ASHLAND
CDBG Application**

Public Hearings, October 1, 2018, 6:30pm

(Please note in the minutes that informational packets were available)

Selectmen Open Public Hearing on Proposed CDBG Planning Study

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$350,000 for emergency activities. Up to \$12,000 per study is available for Planning Grants. All projects must directly benefit low and moderate income persons.

This is a proposed application to the Community Development Finance Authority for up to \$12,000 in Community Development Block Grant Planning Study funds. The study will determine the potential re-use and estimated renovation costs for the L.W. Packard Mill building/Ashland Properties, 1 Hill Ave., Ashland, NH, 03217. A possible re-use of the building may be affordable senior housing.

This project conforms with Ashland's Housing and Community Development Plan's Goal of: Preserve and promote the town's historically and culturally significant structures. (Short-term and Long-term goal) and possibly Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Short-term and Long-term goal).

PUBLIC COMMENTS (the minutes must reflect that the public was asked for comments – even if there is no public there)

Selectmen Close Public Hearing

Selectmen Open Public Hearing on Residential Antidisplacement and Relocation Assistance Plan

This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the Town were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

This proposed project is just a study, no relocation will occur by this project.

ASK FOR PUBLIC COMMENT

Selectmen Close Public Hearing

MOTIONS:

- 1. Selectmen vote to adopt the Antidisplacement and Relocation Assistance Plan**
- 2. Selectmen vote to approve the submittal of the application and vote to authorize the Chairman to sign and submit the application, and upon approval of the CDBG application, authorize the Chairman to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto.**

DISPLACEMENT AND RELOCATION CERTIFICATION

Town of Ashland

RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to avoid temporary or permanent displacement of an individual due to a CDBG project undertaken by the Town.

However, if the situation should arise, the Town of Ashland will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- h. Relocation benefits, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
 1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
 2. A lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.

- i. The right to elect, as an alternative to the benefits in subparagraph 2. above, to received benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; and
- j. The right of appeal to the director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- k. Subparagraph (2) a. through g. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

The Town of Ashland anticipates displacement or relocation activities will be necessitated by this project. The Town certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended.

NAME: Frances Newton

TITLE: Chairman, Board of Selectmen

SIGNATURE: _____

DATE: October 1, 2018

MUNICIPAL CERTIFICATION

To the best of my knowledge, the data in this application is true and correct, and this application submittal has been authorized by the Town of Ashland, New Hampshire. The Town of Ashland will comply with all federal and state laws, rules, regulations and requirements, including those in PART Cdfa 300 - CDBG Administrative Rules.

Furthermore, I certify that:

- The municipality affirmatively furthers fair and affordable housing;
- Where applicable, the proposed project is consistent with the municipal master plan, the Housing and Community Development Plan (HCDP), the Residential Antidisplacement & Relocation Assistance (RARA) Plan and that all planning and zoning requirements have been, or will be, met;
- Where applicable, the municipality shall provide adequate funds to operate and maintain the public facility or improvement after the completion of the project. Not Applicable.

Frances Newton
Name of Designated CEO:

Chairman, Board of Selectmen
Title:

[Redacted Signature]
Signature

October 1, 2018
Date

NOTARY SECTION

State of New Hampshire

County of Grafton

On this 1st day of October, 2018 before me [Redacted], the undersigned officer, personally appeared Frances Newton, who acknowledged him/herself to be the Chairman of the Ashland Board of Selectmen, and that he, as such, being authorized so to do, executed the foregoing certification for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

[Redacted Signature]
Notary Public/Justice of the Peace

Seal

My Commission expires: [Redacted]

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing
and Urban Development

OMB Approval No. 2510-001

Instructions (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

Indicate whether this is an Initial Report or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code) Town of Ashland 20 Highland Street, P.O. Box 517 Ashland NH 03217 603-968-4432	2. Social Security Number or Employer ID Number:
3. HUD Program Name CDBG	4. Amount of HUD Assistance Requested/Received Up to \$12,000
5. State the name and location (street address, City and State) of the project or activity: <u>L.W. Packard Mill building/Ashland Properties, 1 Hill Ave., Ashland, NH, 03217</u>	

Part I Threshold Determinations

- | | |
|--|---|
| 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).
X Yes <input type="checkbox"/> No | 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9
X Yes <input type="checkbox"/> No. |
|--|---|

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.

However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds
NH CDFA	CDBG	Up to \$12,000	Study

(Note: Use Additional pages if necessary.)

Part III Interested Parties.

You must disclose:

- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)
The work will be bid out			

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature: X [Redacted] Frances Newton, Chairman, Board of Selectmen	Date: (mm/dd/yyyy) October 1, 2018
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CDFFA
Community Development Finance Authority
Strengthening New Hampshire's Communities

FORM 3-A
Environmental Review for Activity/Project that is
Exempt
Pursuant to 24 CFR Part 58.34(a)

Project Name: Study for Potential re-use and estimated renovation costs for the L.W. Packard Mill building/Ashland Properties, 1 Hill Ave., Ashland, NH, 03217

Responsible Entity (Municipality): Ashland

Sub-Recipient (if different than Responsible Entity): None

Preparer: Donna Lane

Certifying Officer Name and Title: Frances Newton, Chairman, Board of Selectmen

Project Address: Harvey Heights L.W. Packard Mill building/Ashland Properties, 1 Hill Ave., Ashland, NH, 03217

Total CDBG Grant Amount: Up to \$12,000

Exempt CDBG Activity Estimated Amount: Up to \$12,000

Description of the Proposed Project: Study for Potential re-use and estimated renovation costs for the L.W. Packard Mill building/Ashland Properties, 1 Hill Ave., Ashland, NH, 03217

Level of Environmental Review Determination (please pick one or both from below):

X Activity/Project is Exempt per 24 CFR 58.34(a)

As Chief Certifying Official of the Applicant, I hereby certify that the activities from the above mentioned project have been reviewed and determined to be Exempt activity(ies) per 24 CFR 58.34 as follows (check those that apply):

<input checked="" type="checkbox"/>	58.34(a) (1). Environmental & other studies, resource identification & the development of plans & strategies;
<input checked="" type="checkbox"/>	58.34(a) (2) Information and financial services;
<input checked="" type="checkbox"/>	58.34(a) (3) Administrative and management activities;
<input type="checkbox"/>	58.34(a) (4) Public services that will not have a physical impact or result in any physical changes, including but not limited to services concerned with employment, crime prevention, child care, health, drug abuse, education, counseling, energy conservation and welfare or recreational needs;
<input checked="" type="checkbox"/>	58.34(a) (5) Inspections and testing of properties for hazards or defects;
<input type="checkbox"/>	58.34(a) (6) Purchase of insurance;
<input type="checkbox"/>	58.34(a) (7) Purchase of tools;
<input checked="" type="checkbox"/>	58.34(a) (8) Engineering or design costs;
<input type="checkbox"/>	58.34(a) (9) Technical assistance and training;
<input checked="" type="checkbox"/>	58.34(a) (10) Assistance for temporary or permanent improvements that do not alter environmental conditions and are limited to protection, repair, or restoration activities necessary only to control or arrest the effects from disasters or imminent threats to public safety including those resulting from

X	58.34(a) (1). Environmental & other studies, resource identification & the development of plans & strategies;
	physical deterioration;
<input type="checkbox"/>	58.34(a) (11) Payment of principal and interest on loans made or obligations guaranteed by HUD;
<input type="checkbox"/>	Other _____ _____
	Requires CDFA approval

The responsible entity must also complete and attach the **58.6 Compliance Checklist**.

With reference to the above Program activity(ies)/Project, I, the undersigned officer of the grantee, accept responsibility under the National Environmental Policy Act for environmental reviews, decisions and actions. By my signature below, I certify that I am authorized to, and do personally accept the jurisdiction of the Federal Court for enforcement of the aforesaid responsibilities. In addition, we request that the environmental conditions attendant to the above referenced grant activities be released so that, upon Governor and Council approval (where applicable), funds may be drawn down for Exempt (§58.34), Categorically Excluded Not Subject to §58.5[§58.35(b)]. I understand that any activities not listed above are subject to all rules applicable to 24CFR58 and that funds may be not be obligated without a notice of removal of environmental conditions from CDFA

Responsible Entity Agency Official Signature:

Name/Title/Organization: Town of Ashland

Authorized Certifying Officer Signature

Date: October 1, 2018

Name/Title: Frances Newton, Chairman Board of Selectmen

Preparer Name: Donna Lane

Preparer Signature: Donna Lane

Date: September 24, 2018

Any costs incurred prior to contract approval by the Governor and Executive Council (if applicable) of the State of New Hampshire will be at the risk of the applicant. You may not incur any cost except for those authorized by CDFA prior to release of funds notification. All applicable State and Federal regulations including but not limited to procurement and debarment apply to the activities stated above.

CDBG Environmental Review Compliance Checklist for 24 CFR §58.6

Other Requirements

Complete for all projects, including Exempt (§58.34), Categorically Excluded Subject to §58.5 [§58.35(a)], Categorically Excluded Not Subject to §58.5[§58.35(b)], and Projects Requiring Environmental Assessments (§58.36). Must be completed for each individual property address included within the project.

Project Name: Study for Potential re-use and estimated renovation costs for the L.W. Packard Mill building/Ashland Properties, 1 Hill Ave., Ashland, NH, 03217

Project Number: Proposed 18-074-FSHS

§58.6(a) and (b) Flood Disaster Protection Act of 1973, as amended; National Flood Insurance Reform Act of 1994

Does the project involve: Formula grants made to states, State-owned property, small loans (\$5,000 or less), assisted leasing that is not used for repairs, improvements, or acquisition?

Yes No

If Yes, compliance with this section is complete.

If No, continue.

Is the project located in a FEMA identified Special Flood Hazard Area?

Yes No

If No, compliance with this section is complete.

If Yes, continue.

This project is a study only, no construction, so no flood insurance is required

Is the community participating in the National Flood Insurance Program (or has less than one year passed since FEMA notification of Special Flood Hazards)?

Yes No

If Yes, Flood Insurance under the National Flood Insurance Program must be obtained. If HUD assistance is provided as a grant, insurance must be maintained for the economic life of the project and in the amount of the total project cost (or up to the maximum allowable coverage, whichever is less). If HUD assistance is provided as a loan, insurance must be maintained for the term of the loan and in the amount of the loan (or up to maximum allowable coverage, whichever is less). A copy of the flood insurance policy declaration must be kept on file in the ERR.

If No, Federal assistance may not be used in the Special Flood Hazards Area.

Cite and attach source documentation: (Documentation should include a FEMA Flood Map showing project location in reference to flood zone designation. If flood map is not available, use best available information.)

For additional information see:

FEMA Map Service Center: <http://www.msc.fema.gov>

§58.6(c) Coastal Barrier Improvement Act, as amended by the Coastal Barriers Improvement Act of 1990 (16 U.S.C. 3501) Not Applicable *Please Move on to the next section CDFA 11/13/14.*

Per FEMA's and the US Fish & Wildlife Service's web sites; New Hampshire does not have designated Coastal Barrier Resource System areas/communities. (Per Federal Consistency Coordinator, New Hampshire Costal Program DES 11/13/2014).

§58.6(d) Runway Clear Zones and Clear Zones [24 CFR §51.303(a) (3)]

Is your project located near Concord, Manchester or Portsmouth Airports?

Yes No

If No, compliance with this section is complete.

If Yes, continue below.

Does the project involve the sale or purchase of existing property?

Yes No

If No, compliance with this section is complete.

If Yes, continue below.

Is the project located within 2,500 feet of the end of a civil airport runway (Civil Airport's Runway Clear Zone) or within 15,000 feet of the end of a military runway (Military Airfield's Clear Zone)?

Yes No

If No, compliance with this section is complete.

If Yes, Notice must be provided to buyer. The notice must advise the buyer that the property is in a Runway Clear Zone or Clear Zone, what the implications of such a location are, and that there is a possibility that the property may, at a later date, be acquired by the airport operator. The buyer must sign a statement acknowledging receipt of this information, and a copy of the signed notice must be maintained in this ERR.

To determine if your project falls in the Clear zone please use the following link. Radius Tool: <http://www.freemaptools.com/radius-around-point.htm> input your address on top, go below the map and fill in the feet space, click on map and the radius will be shown. If you have questions please call CDFA.

Cite and attach source document (Map indicating project site in proximity to end of runway):

For more information see:

Airport Information: <https://www.hudexchange.info/environmental-review/airport-hazards/> <http://www.airnav.com/airports/>

HUD Airport Hazards Guidance: <https://www.onecpd.info/environmental-review/airport-hazards/>

Notice to Prospective Buyers: <https://www.onecpd.info/resource/2758/notice-prospective-buyers-properties-in-runway-clear-zones/>

PUBLIC HANDOUT

TOWN OF ASHLAND CDBG Application

Public Hearings, October 1, 2018, 6:30pm

Public Hearing on Proposed CDBG Planning Study

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$350,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

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Public Hearing on Residential Antidisplacement and Relocation Assistance Plan

This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the Town were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

This proposed project is just a study, no relocation will occur by this project.

1 **ASHLAND BOARD OF SELECTMEN MEETING MINUTES**
2 **WORK SESSION**
3 **MONDAY, SEPTEMBER 17, 2018**
4 **ASHLAND ELEMENTARY SCHOOL LIBRARY**
5 **6:30 PM**
6
7
8

9 **PLEDGE OF ALLEGIANCE**

10
11
12 **CALL TO ORDER**

13 Vice Chair Lamos called the meeting to order at 6:30 PM with a roll call. Selectmen Leigh Sharps,
14 Kathleen DeWolfe, Casey Barney and Vice Chairman Harold Lamos, present. Chairman Frances
15 Newton arrived at 6:35 PM. Others present: Town Administrator Charles Smith and Administrative
16 Assistant Wendy Smith.
17

18
19 **PUBLIC COMMENTS (Agenda items only)**

20 None
21

22
23 **APPROVAL OF MINUTES**

24 September 4, 2018-Approved as written.
25

26 **MOTION:** By Selectman DeWolfe

27 *Approve 9/4/18 Board of Selectmen meeting minutes as written.*

28 **SECOND:** By Vice Chair Lamos

29 **VOTE:** 2-0-2 (DeWolfe-yes, Lamos-yes, Barney-abstained, Sharps-abstained)

30 **MOTION PASSED**
31

32
33 **CONSENT AGENDA**

34 Signed by Selectmen:

- 35 a. Payroll and Account Payables Manifests from 9/4/18 and Payroll from 9/10/18.
36

37 Chair Newton extended the Board of Selectmen's condolences to the families of Dan Golden and Neale
38 Bavis, both of whom served as Selectmen and dedicated much of their lives to the Town of Ashland.
39

40
41 **DEPARTMENT HEADS**

42 **Parks and Recreation:** Parks and Recreation Director Barney spoke on the issue of tree removal
43 from the Edward Doggett Campground. Earlier this year part of a tree fell on and totaled a camping
44 trailer in the campground. Director Barney had three tree experts inspect the trees in the campground.
45 They found there are a number of diseased and hazardous trees which should be removed for safety
46 purposes. Director Barney submitted three estimates for tree removal to the Selectboard. She

1 suggested going with the lowest bid of \$10,850, the DPW will be involved in stump removal and tree
2 cleanup, keeping the cost down. Work is planning to be starting after Columbus Day weekend.
3 Discussion followed on what budget line to allocate the cost of the tree removal to as this was not
4 planned as part of this year's budget. Parks and Recreation has \$3,000 available between two
5 campground budget lines. The possibility of selling the wood left onsite was brought up. This was
6 later deemed not feasible due to the cost of splitting the wood and the fact that most of the wood is
7 pine which does not burn well. Waterfront tree removal may trigger a DES permit, DPW Moore will
8 follow up with the DES on the compliance details.

9
10 **MOTION:** By Vice Chair Lamos

11 *Approve lowest bid of \$10,850 from Chippers for the removal of trees at the Edward Doggett*
12 *Campground with funds to be discussed.*

13 **SECOND:** By Selectman DeWolfe

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

15 **MOTION PASSED**

16
17
18 **NEW BUSINESS**

19 **Ashland Historical Society-Whipple House:** David Ruell, President of the Historical Society
20 requested permission to install electric lights as needed at the Whipple House. The Selectboard
21 suggested the installation of LED lighting for energy saving reasons. They also asked that the
22 Historical Society formalize their requests, list all work done and submit this information to the Town
23 Office for documentation purposes.

24
25 **MOTION:** By Selectman Sharps

26 *Approve the installation of electric lights at the Whipple House as needed and provide the Selectboard*
27 *with the appropriate documentation.*

28 **SECOND:** By Vice Chair Lamos

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

30 **MOTION PASSED**

31
32 David Ruell then requested permission to have a permanent dehumidifier installed on the first floor of
33 the Whipple House to rectify moisture problems there.

34
35 **MOTION:** By Vice Chair Lamos

36 *Approve the installation of a permanent dehumidifier on the first floor of the Whipple House and*
37 *provide the Selectboard with the appropriate documentation.*

38 **SECOND:** By Selectman Sharps

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

40 **MOTION PASSED**

41
42 A joint meeting with Selectboard and Historical Society Board had been requested by the Board of
43 Selectmen to review the Whipple House lease. David Ruell wanted to go over the intention of the
44 meeting. It was determined that the Selectboard wants to make sure that the language of the deed and
45 the corresponding Warrant Article correspond. The deed may need to be brought up to date and may
46 require a new Warrant Article to achieve this. Town legal counsel reviewed the lease in 2015 and

1 found an issue with its Charitable Trust aspect and the involvement of renting a dwelling unit. Further
2 information is needed to work out a resolution and it was decided that legal council should be
3 consulted again on this matter and a joint meeting be set up with the Historical Society and the Board
4 of Selectmen.

5
6 **Emery & Garrett Groundwater Investigations contract:** Contract for monitoring the groundwater
7 and gas caps at the Ashland Landfill for Groundwater Protection Act compliance is up for a five year
8 renewal. Emery & Garrett has petitioned NHDES for less testing which has resulted in lower fees.

9
10 **MOTION:** By Selectman DeWolfe

11 *To approve a five-year contract with Emery & Garrett Groundwater Investigations to submit the*
12 *Town of Ashland groundwater management permit to NHDES, conduct annual groundwater*
13 *testing, and landfill gas/cap inspections at the Ashland landfill.*

14 **SECOND:** By Selectman Sharps

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

16 **MOTION PASSED**

17
18
19 **OLD BUSINESS**

20 **Town Administrator Updates:** TA Smith summarized his Town Administrator Update which
21 included reports from the Library, Parks and Recreation Department, Fire Department, the Building
22 Inspector, and the Town Clerk/Tax Collector.

23
24 **Project List:**

25 **NHDOT-Transportation Alternative Program (TAP) Grant:** KV Partners continues to work on the
26 engineering of the sidewalk.

27 **Thompson Street/High Street/Smith Hill Road Reconstruction; Water and Sewer Replacement:**
28 The Town was not selected to receive grant funding from the DWGTF but is still pre-app approved
29 under the CWSRF.

30 **LW Packard Mill Site Brownfields project:** The Town is moving forward with application for a
31 CDBG/CDFA feasibility grant to study possible future uses of the building. A public hearing for
32 this is scheduled for October 1st, prior to the regular Board of Selectmen meeting. The selectmen
33 will tour the building with DPW Director Moore on Wednesday, 9/19/18 at 8:30 AM.

34 **NH Land & Community Heritage Investment Program (LCHIP):** On 9/13/18, Norman Larson of
35 Williams Architects took measurements and reviewed the Town Hall building records for the Historic
36 Structure report.

37 **Town Parcel Audit-Geographic Information System (GIS) Mapping:** No updates.

38 **Town Office Building Maintenance:** No updates.

39 **Whipple House:** The Board of Selectmen will be touring the Whipple House with David Ruell on
40 Thursday, 9/27/18 at 9:00 AM.

41 **Town Personnel Policy:** No updates.

42 **Building Permit Fees:** The Board of Selectmen would like to receive a list of fee changes from the
43 Building Inspector and then will schedule a date for a public hearing.

44 **Grant Opportunities:** No updates.

45 **Town of Ashland Appreciation Day:** Scheduled for 10 AM on Saturday, 9/22/18 to landscape behind
46 the Town Hall to be followed by a cookout being put on by the Ashland Community Church. The

1 public is encouraged to attend. Selectman DeWolfe thanked the Water and Sewer Department for the
2 concrete which was used to make a new floor at the "Old Jail".

3 Town Office Building Maintenance: No updates.

4 Solar Energy: Selectman Sharps will be setting a date for NH Solar Gardens and Novus to meet with
5 the Electric Department. The Electric Department will be installing Smart Meters.

6
7
8 **SELECTBOARD ITEMS**

- 9 • At the 10/1/18 Selectboard meeting, the Selectboard will determine dates to meet with the
10 Department Heads for the 2019 budget.
- 11 • An Economic Development Committee meeting will be held on Tuesday, 9/18/18 at 6:30 PM
12 at the Fire Station. Chair Newton announced with regret the resignation of Steve Felton from
13 the committee. He was commended on all of his great work done with the Committee.
- 14 • Vice Chair Lamos suggested that the proposed plaque to commemorate the 150th Anniversary
15 be put on a boulder. There are a number of large boulders located behind the Town Hall
16 which could be used and moved to a location to be determined.
- 17 • Selectman Sharps attended the previous Planning Board meeting. They approved revisions
18 for Rules and Procedures as well as Site Plan applications. Their next meeting date has been
19 changed to 9/19/18.

20
21
22 **PUBLIC COMMENT (Agenda items only)**

23 Chief Randall asked who would cut up and split wood from the trees taken down at the Campground.
24 It was determined that it would not be feasible to sell the wood as campfire wood.

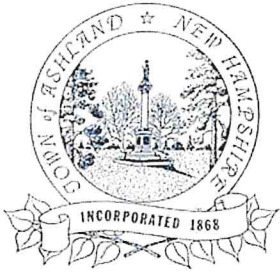
25
26
27 **SIGNATURE FILE**

28 Notice of Intent to Cut, updated Personnel Action Forms, Accounts Payable and Payroll Manifests for
29 9/17/18 signed by Selectmen.

30
31
32 There being no other business, Selectman DeWolfe made **Motion to adjourn at 7:36 PM.**
33 Selectman Barney seconded, all in favor.

34
35
36 Respectfully submitted,

37
38
39 Wendy Smith
40 September 18, 2018



Town of Ashland Board of Selectmen Agenda Report

Date: September 25, 2018

To: Ashland Board of Selectmen

From: Pat Tucker

Subject: Abatement

Further discussion with the firm representing NHNY and EHFAR – the interest calculations were redone with the new assessments and they are due a refund of \$5051.74.

At this time EHFAR is paid in full and NHNY has a current balance of \$10,767.28. Mr. Gaw has agreed to allow the \$5051.74 to be an abatement on the balance due.

Recommended motion:

Move to approve abatement of \$5051.74 from NHNY balances due [account #5696]

Please have Board sign this

Date: October 1, 2018

NOTICE OF LEASE

To all persons whom it may concern:


Ashland Historical Society, Inc., a New Hampshire corporation, with its principal place of business in Ashland, Grafton County, New Hampshire, the Tenant, and the Town of Ashland, Grafton County, New Hampshire, the Landlord, state in accordance with New Hampshire Revised Statutes Annotated 477:7-a that they have entered into a Lease, signed on March 29 and 29, 1976 and effective January 1, 1976 for certain premises in Ashland, Grafton County, New Hampshire.

The leased premises are known as the Whipple House and the land on which it stands, on the north side of Pleasant Street in Ashland.

The lease contains the following provisions relating to its term and all rights of extension or renewal:

"The term of this lease is one year, commencing January 1, 1976 and ending December 31, 1976. It shall be automatically renewed for another year, on the same terms, including this renewal provision, on January 1, 1977 and on January 1 of each year thereafter unless either party shall, on or before November 30 of any year, notify the party in writing that the lease shall not be renewed for the immediately following and all subsequent calendar years."

The parties have caused their corporate names and seals to be set hereto, by John R. Smith, the duly authorized Treasurer of the Tenant, on March 29, 1976, and by the Selectmen for the Landlord on March 29, 1976.


Ashlene S. Mills
Witness

Ashland Historical Society, Inc.

by John R. Smith
Its Treasurer
duly authorized

Town of Ashland

Ernest J. Paquette
Ernest J. Paquette, Chairman
Board of Selectmen

Edward N. Doggett
Edward N. Doggett, Selectman

Harold V. Buckman
Harold V. Buckman, Selectman

Joyce M. Baines
Witness

STATE OF NEW HAMPSHIRE
Grafton SS.

The above Notice was acknowledged before me on March 29, 1976 by John R. Smith, Treasurer of the Ashland Historical Society, Inc., a New Hampshire corporation, on behalf of the corporation.

Lena B. Hickey
Justice of the Peace/Notary Public

STATE OF NEW HAMPSHIRE
Grafton SS.

The above Notice was acknowledged before me on March 29, 1976 by Ernest J. Paquette, Edward N. Doggett and Harold V. Buckman, Selectmen of the Town of Ashland, on behalf of the corporation.

Lena B. Hickey
Justice of the Peace/Notary Public

LEASE

The Town of Ashland, a municipal corporation in Grafton County, New Hampshire, the Landlord, and the Ashland Historical Society, Inc., a corporation with its principal place of business at Ashland, the Tenant, agree that the Landlord shall lease to the Tenant, and the Tenant shall lease from the Landlord a building or buildings on the north side of Pleasant Street in Ashland, known as the Whipple House, and the lands on which the buildings stand, this Lease to be upon the following terms:

1. The term of this lease is one year, commencing January 1, 1976 and ending December 31, 1976. It shall be automatically renewed for another year, on the same terms, including this renewal provision, on January 1, 1977 and on January 1, of each year thereafter unless either party shall, on or before November 30 of any year, notify the party in writing that the lease shall not be renewed for the immediately following and all subsequent calendar years.

2. The Tenant shall pay the Landlord rent in the amount of \$1.00, in advance, for the year's tenancy.

3. The Tenant is to use the premises for the purposes of an historical museum, together with sales of merchandise and other items incidental to the principal use. The Tenant shall conduct no hazardous or illegal activities on the premises, and shall conform its use of the premises to all applicable laws, ordinances and regulations.

4. Subject to the provisions of the immediate preceding paragraph, the Tenant may rent or sublease a portion of the premises for dwelling purposes, using any rent received thereby for its corporate purposes, including the operation, maintenance and repair of the buildings.

5. The Tenant accepts the building and the premises in their existing condition. No representation or warranty, express or implied, has been made by or on behalf of the Landlord as to such condition, or as to the use that may be made of the premises. The Landlord shall not be liable for any defect in the property or for any limitation on its use.

6. The Tenant shall, at its own expense, make all necessary repairs and replacements to the premises and to the pipes, heating system, plumbing system, window glass, wiring, fixtures and all other appliances and appurtenances belonging thereto. All such repairs shall be made promptly, as and when necessary, and shall be at least equal in quality and class to the original work. If the Tenant shall default in making such repairs and replacements, the Landlord may, but shall not be required to, make them itself, for the Tenant's account, and the expense thereof shall be payable by the Tenant to the Landlord as additional rent.

7. No structure or alterations or additions to the buildings or other improvements on the premises shall be made without the written approval of the Landlord.

8. Each party may maintain on the premises such policies of public liability insurance for personal injury or property damage and insurance against loss by fire or other casualty as it may desire. If the premises are damaged by fire or other casualty, they shall be repaired to the extent of available insurance proceeds, and may be restored or repaired further by either party, at its own expense. Any such damage coming to the attention of the Tenant shall be reported by it to the Landlord without delay.

9. The Landlord and its representatives may enter the leased premises at any reasonable time for the purpose of inspecting the premises, performing any work which it has the right to perform under this Lease, exhibiting the premises for sale, lease or mortgage financing, or for any other reasonable purposes, consistent with the Tenant's occupancy under the Lease.

10. This lease is binding on and inures to the benefit of the successors and assigns of each of the parties.

The parties have caused their corporate names and seals to be set hereto by the Selectmen for the Landlord on March 29, 1976, and by John R. Smith, the duly authorized Treasurer of the Tenant, on March 29, 1976.



Town of Ashland

Ernest J. Paquette
Ernest J. Paquette, Chairman
Board of Selectmen

Edward N. Doggett
Edward N. Doggett, Selectman

Harold V. Buckman
Harold V. Buckman, Selectman

James M. Davis
Witness to Selectmen

Ashland Historical Society, Inc.

by John R. Smith
Its Treasurer
Duly Authorized

Arthur L. Mills
Witness

STATE OF NEW HAMPSHIRE
Grafton SS.

The above Lease was acknowledged before me on March 29, 1976 by Ernest J. Paquette, Edward N. Doggett and Harold V. Buckman, Selectmen of the Town of Ashland, on behalf of the Town.

Lena B. Hickey
~~Justice of the Peace~~/Notary Public

STATE OF NEW HAMPSHIRE
Grafton SS.

The above Lease was acknowledged before me on March 29, 1976, by John R. Smith, Treasurer of the Ashland Historical Society, Inc., a New Hampshire corporation, on behalf of the corporation.

Lena B. Hickey
~~Justice of the Peace~~/Notary Public

My Commission Expires May 13, 1978