

**ASHLAND BOARD OF SELECTMEN
WORK SESSION
MONDAY, OCTOBER 15TH, 2018 at 6:30 PM
ASHLAND ELEMENTARY SCHOOL LIBRARY**

Prior to the Board of Selectmen work session meeting the Board will have a nonmeeting with legal counsel (RSA 91-A: 2, I (b)) followed by a meeting at 6PM in the school library to prepare the 2019 Parks & Rec budget.

- I. PLEDGE OF ALLEGIANCE**
- II. CALL TO ORDER**
- III. PUBLIC COMMENT (Agenda items only)**
- IV. APPROVAL OF MINUTES**
 - a. BOS meeting(s): 10/1/18
- V. CONSENT AGENDA**
 - a. Weeks of:
 - i. 10/1/18: A/P \$289,183 – Payroll \$25,632
 - ii. 10/9/18: Payroll - \$18,531
- VI. DEPARTMENT HEAD(S)**
 - a. Parks & Recreation Director – Ann Barney
 - i. Heat ventilation at the Booster Club building
 - b. Public Works Director Moore
 - i. Purchase order – Depot Street sidewalk
- VII. NEW BUSINESS**
- VIII. OLD BUSINESS**
 - a. Town Administrator Updates
 - b. Project List
- IX. SELECTBOARD ITEMS**
 - a. Social Media policy
 - b. Upcoming 2019 budget meetings
- X. PUBLIC COMMENT (Agenda items only)**
- XI. SIGNATURE FILE**
- XII. NONPUBLIC SESSION**
 - a. Pursuant to RSA 91: A:3, II (b)
- XIII. ADJOURNMENT**

Posted on 10/12/18 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, OCTOBER 1, 2018**
4 **ASHLAND ELEMENTARY SCHOOL LIBRARY**
5 **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, and Selectman Kathleen DeWolfe present. Selectman Casey Barney
15 and Selectman Leigh Sharps absent with prior notice. Others Present: Town Administrator Charles
16 Smith and Administrative Assistant Wendy Smith.
17
18

19 **PUBLIC HEARING ON FEASIBILITY GRANT FOR STUDY OF POTENTIAL RE-USE OF**
20 **THE L.W. PACKARD MILL BUILDING**

21
22 Public Hearing for Community Development Block Grant (CDBG) application for the L.W. Packard
23 Mill Building opened at 6:31 PM. Informational packets were available for the public's review. Donna
24 Lane of Community Development Finance Authority (CDFA) read: Community Development Block
25 Grant funds are available to municipalities through the NH Community Development Finance
26 Authority (CDFA). Up to \$500,000 annually is available on a competitive basis for public facility and
27 housing projects, up to \$500,000 for economic development projects and up to \$350,000 for emergency
28 activities. Up to \$12,000 per study is available for Planning Grants. All projects must directly benefit
29 low and moderate income persons.
30

31 This is a proposed application to the Community Development Finance Authority for up to \$12,000 in
32 Community Development Block Grant Planning Study funds. The study will determine the potential
33 re-use and estimated renovation costs for the L.W. Packard Mill building/Ashland Properties, 1 Hill
34 Ave., Ashland, NH, 03217. A possible re-use of the building may be affordable senior housing.
35

36 This project confirms with Ashland's Housing and Community Development Plan's Goal of: Preserve
37 and promote the town's historically and culturally significant structures (Short-term and Long-term
38 goal) and possibly encourage a varied stock of safe, sanitary, decent and affordable housing for persons
39 of all age and income groups (Short-term and Long-term goal).
40

41 A slideshow of the recent Board of Selectmen's tour of the portion of the building owned by Scott Heath
42 was presented. It was noted that the building is in major disrepair and there are signs of human activity
43 in the building.
44

45 Chair Newton asked for comments from the public and the Board of Selectmen. Selectman DeWolfe
46 felt that Senior Housing does not seem like a good end use of the building. Donna Lane responded that

1 the study is to see if the building is structurally sound and affordable senior housing is just one
2 possibility. It was determined that the building is zoned Commercial Industrial and that it would need
3 to be rezoned if it were to be used for residential purposes. Chief Randall asked about the cost to the
4 town for the study and added vagrants haven't been frequenting the building lately. Donna Lane
5 established that there is no cost for the study as it is a grant. Vice Chair Lamos questioned the ownership
6 aspect of the grant. Ms. Lane responded that the town does not need to own the property to receive the
7 grant. David Toth, Water Commissioner, later added that hazardous cleanup grants are available for
8 town owned properties.

9
10 Resident Susan Harville asked if the Towns of Bristol and Franklin used this type of grant to renovate
11 affordable housing units. Ms. Lane answered that the Riverbend Condo building was once a mill
12 building and is now beautiful affordable housing. Patricia Tucker, Town Clerk added that though she
13 is not a proponent of the town owning the building, she would recommend applying for this grant as it
14 has no taxpayer impact. Discussion followed regarding the owner's permission to enter the building
15 and it was established that a certified letter was sent to Scott Heath before entering to do the Brownfields
16 Study and that he would be notified again. David Toth stated he was involved with the Phase I and
17 Phase II studies of the building and encouraged the Board to move forward with the grant to see if it
18 is structurally sound. He added that currently the building is a safety hazard and an ecologic disaster
19 waiting to happen. Mardean Badger, Chair of the Planning Board, interjected that no matter what is
20 done with that property, it would have to go through a very careful Planning and Zoning process.
21 Further discussion established that the study would be available to the public and may attract interested
22 parties. Public Hearing for Community Development Block Grant (CDBG) application for the L.W.
23 Packard Mill Building closed at 6:55 PM.

24
25 **PUBLIC HEARING ON RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION**
26 **ASSISTANCE PLAN**

27
28 Public Hearing for the Town adoption of the Residential Antidisplacement and Relocation Assistance
29 Plan opened at 6:56 PM. Donna Lane read: This plan outlines measures, under the Uniform Relocation
30 Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses),
31 if the Town were to undertake a CDBG project which involved displacement or relocation they would
32 follow this plan. The plan outlines the measures they would take to find comparable, suitable housing
33 for persons (or businesses) displaced or relocated. This proposed project is just a study, no relocation
34 will occur by this project. Chair Newton asked for public and Board comments and there were none.
35 Public Hearing for the Town adoption of the Residential Antidisplacement and Relocation Assistance
36 Plan closed at 6:58 PM.

37
38
39 **MOTION:** By Selectman DeWolfe

40 ***To adopt the Antidisplacement and Relocation Assistance Plan.***

41 **SECOND:** By Vice Chair Lamos

42 **VOTE:** 3-0 (All in favor)

43 **MOTION PASSED**

1 **MOTION:** By Vice Chair Lamos

2 *To approve the submittal of the application and vote to authorize the Chairman to sign and submit*
3 *the application, and upon approval of the CDBG application, authorize the Chairman to execute any*
4 *documents which may be necessary to effectuate the CDBG contact and any amendments thereto.*

5 **SECOND:** By Selectman DeWolfe

6 **VOTE:** 3-0 (All in favor)

7 **MOTION PASSED**

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

11 Mardean Badger, Planning Board Chair announced that the Planning Board meeting of 10/3/18 has
12 been moved to 10/10/18.

13
14
15 **APPROVAL OF MINUTES**

16 September 17, 2018-Page 2, line 11 replace “removal” with “cutting down”; line 43 insert “President
17 of the Ashland Historical Society” after “Ruell; line 45 replace “deed” with “lease”.

18
19 **MOTION:** By Selectman DeWolfe

20 *Approve 9/17/18 minutes as amended.*

21 **SECOND:** By Vice Chair Lamos

22 **VOTE:** 3-0 (All in favor)

23 **MOTION PASSED**

24
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26 **CONSENT AGENDA**

- 27 • Accounts Payable and Payroll Manifests for the week of September 17 and 27, 2018 were
28 signed by a quorum of the Board.

29
30
31 **DEPARTMENT HEADS**

32 **Town Administrator**

- 33 1. NHMY/EHFAR abatement: Further discussion with the firm representing NHNY and
34 EHGAR determined that the interest calculations needed to be redone with the new
35 assessment values and that a refund of \$5,051.74 is now due. EHFAR is paid in full and
36 NHNY has a current balance of \$10,767.28. Mr. Gaw has agreed to allow the \$5,051.74 to
37 be an abatement on the balance due.

38
39 **MOTION:** By Selectman DeWolfe

40 *To approve abatement of \$5,051.74 from NHNY balances due (account 5696).*

41 **SECOND:** By Vice Chair Lamos

42 **VOTE:** 3-0 (All in favor)

43 **MOTION PASSED**

- 44
45 2. Police Department parking spot paving: DPW will be paving the parking spot created after
46 the improvement of the area behind the Police Station. This will stabilize the area from gravel

1 washout and protect the police vehicles from rust. The cost to have the DPW do this is
2 approximately \$460.00.

- 3 3. TA Smith announced that the Tax Collector/Town Clerk Office will be closed all day on
4 Thursday, 10/11/18 for a tax software system upgrade.
- 5 4. TA Smith asked if the Board of Selectmen would like him to attend a Water and Sewer
6 meeting. They agreed it would be good to get information first hand.

7 8 **Police Department**

9 Chief Randall announced that Halloween Trick or Treating would be taking place on Wednesday,
10 10/31/18 from 5:00 to 7:00 PM.

11 12 13 **NEW BUSINESS**

14 **Whipple House-Lease agreement:** The Board of Selectmen recently went on a tour of the Whipple
15 House led by David Ruell, President of the Ashland Historical Society. TA Smith spoke to legal counsel
16 regarding the lease and was advised that the lease should be updated to reflect the warrant vote and to
17 revise the wording. Mr. Ruell said the warrant article states the rental money received needs to be used
18 to maintain the building, but there is more to running a museum than maintaining the building. Further
19 discussion followed in which it was determined that to revise the wording of the lease, it would be
20 necessary to have a new warrant article voted upon. TA Smith will set up a meeting with the Ashland
21 Historical Society and the Board of Selectmen to discuss details. Mr. Ruell requested that TA Smith
22 send him a copy of the legal counsel's opinion of this matter.

23 24 25 **OLD BUSINESS**

26 **North Ashland Road Right of Way issues:** Chief Randall informed the Selectboard that the Police
27 Department has been getting complaints regarding vehicles constantly parked in the Right of Way on
28 North Ashland Road. Pictures of the area were circulated among the Selectmen. DPW Director Craig
29 Moore and Chief Randall went to the area and confirmed there is a camper trailer parked on the side of
30 the road and that there may be someone living in it. Erosion is also a problem in this area and with the
31 property being uphill will end up entering the river. Suggestions of installing utility poles or a barrier
32 to minimize parking in this area and sending another letter to the owners were made. Chair Newton
33 said the Building Inspector needs to be consulted about code violations and asked TA Smith to draft a letter
34 to the owners for the Board of Selectmen to review. TA Smith will consult legal counsel regarding
35 parking and Right of Way fines.

36 37 38 **SELECTBOARD ITEMS**

- 39 • **Ashland Appreciation Day:** The back of the Town Hall was landscaped by the DPW and
40 volunteers. Selectman DeWolfe thanked the DPW and the volunteers who joined in.
- 41 • **Deliberative Session 2019:** The Board of Selectmen agreed that the date and time of the 2019
42 Deliberative Session will be on February 2, 2019 at 10:00 AM.
- 43 • **Budget Meetings:** The Board of Selectmen budget meetings with the Department Heads were
44 determined to be held on Wednesday, 10/10/18 at 10 AM and on Wednesday, 10/17/18 at 10
45 AM.

- 1 • CNP Appraisal revaluation proposal: TA Smith asked the Selectboard if they want CNP not to
2 collect data next year as has been done in the past. The Board agreed to have CNP collect data
3 every other year. TA Smith will inform CNP Appraisal.
- 4 • PVTV: The recorded Town meetings will now be viewed on channel 1301 and will no longer
5 be on channel 3. Cable subscribers will need to have a receiver in order to get channel 1301.
- 6 • Volunteers: Chair Newton conveyed the need of volunteers for various committees and boards.
7

8
9 **PUBLIC COMMENT (Agenda Items Only)**

10 None
11

12
13 **BOS SIGNATURES**

14 Purchase Order for paving Collins Street and Elderly Tax Exemption signed by majority of the Board.
15

16
17 **NON-PUBLIC SESSION**

18 There being no further business, a motion was made by Selectman DeWolfe to enter a **nonpublic**
19 **session pursuant to RSA 91-A:3, II (a) at 7:37 P.M.**, seconded by Vice Chair Lamos. All in
20 favor. Selectmen Newton, Lamos, and DeWolfe present. Selectman DeWolfe made **Motion to**
21 **leave nonpublic session at 7:49 PM**. Vice Chair Lamos seconded. **Roll Call Vote**: Newton, yes,
22 Lamos, yes; DeWolfe, yes. Announcement was made that the Ashland Electric Department's request
23 for Town take-over of the Electric Department's payroll for five employees was denied based on lack
24 of resources.
25

26
27 Respectfully submitted,
28

29
30 Wendy Smith

31 October 2, 2018



**Town of Ashland
Board of Selectmen
Agenda Report
October 11, 2018**

To: Board of Selectmen

From: Park & Recreation Director – Ann Barney

Subject: To get heat throughout the Booster Club building

Background: The Booster Club has not had the necessary improvements made to it to allow for use of the entire building during the winter.

Issue: There are not enough heating vents through out the building, upstairs and down, to keep the building warm enough in the winter. We are not able to utilize the downstairs during the winter months and with our growing number for After School the space would be helpful. Also, there has been issues with pipes freezing because there is no heat in the downstairs.

Recommended motion: motion to accept the estimate of \$7,429.79 from A.C.E. Mechanical LLC, for the necessary work to rectify the heat problem at the Booster Club, and to have the expenditure be distributed from the Town Building Maintenance CRF.

Discussion:

Fiscal Impact: \$7,429.76 from the Town Building Maintenance CRF.

ESTIMATE



**TOWN OF ASHLAND PARK AND REC
DEPT**

99 MAIN STREET HIGHLAND STREET
ASHLAND, NH 03217

(603) 254-3840
(603) 968-9209

A.C.E. Mechanical LLC

24 Redding Lane
Moultonboro, NH 03254

Phone: (603) 393-0473
Email: acemechanical.nh@outlook.com
Web: facebook.com/ace-mechanical

Estimate # 000574
Date 09/26/2018
PO # ASH-REC-1
Business / Tax # 82-4100226

Description	Quantity	Total
ESTIMATED COST OF MATERIALS	1.0	\$3,469.76

THERE IS A COMPREHENSIVE LIST OF MATERIALS THAT I TOOK ON SITE WITH ANNE PRESENT. I WILL FORWARD A LIST OF THESE MATERIALS AS A PDF IF IT GETS TO A POINT WHERE YOU'RE INTERESTED WHAT I AM SUGGESTING. AS I AM NOT SURE WHAT FIGURE OR MONEY WAS EXPECTED TO GET THIS SPACE TO A BUILDING THAT WILL HEAT O THE BEST OF THE ABILITY OF THE HEATING EQUIPMENT AS PRESENTLY INSTALLED. THE INSULATION IN THE BUILDING AND THE OVERALL CONSTRUCTION OF THE BUILDING, WAS NOT CONSIDERED IN THIS ESTIMATE AS IT WOULD THE JOB OF AN ENGINEER TO DO THIS. I CAN HOWEVER PROMISE THAT THE HEAT WILL BE DRASTICALLY IMPROVED WITH THE UPGRADES TO THE EXISTING SYSTEM AS I AM TO PROPOSE TO BOTH THE SUPPLY AND RETURN AIR DUCTS AND TAKEOFFS TO THE FLOOR OR CEILING REGISTERS. *****AGAIN THESE MATERIALS ARE WORST CASE, MOST LIKELY THEY WILL BE LESS, I JUST WANTED TO PROTECT ME AND YOU BY MAKING SURE ALL THE POSSIBLE MATERIALS WERE ACCOUNTED FOR*****

ESTIMATED LABOR FOR LEAD OIL HEAT SERVICE TECH. (NEFI CERTIFIDE)	40.0	\$3,960.00
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I ESTIMATED THAT IT WOULD TAKE ME ONE 40 HOUR WEEK TO MAKE THE NECESSARY UPGRADES TO THE EXISTING HEATING SUPPLY AIR AND RETURN DUCTS. THE GOOD NEWS BEING THAT THE EXISTING FURNACE IT A GOOD ONE, TOP END IN MY OPINION, AND ALSO INCLUDES A LIFETIME WARRANTY ON THE HEAT EXCHANGER, SO LONG THAT IT IS DUCTED CORRECTLY AND THAT THERE IS ENOUGH RETURN AIR TO KEEP SAID EXCHANGER FROM OVER HEATING AND CAUSING WHAT THE TRADE "CALLS SHORT CYCLING". IN THE 40 HOURS I PROPOSE TO ADD HEAT AND RETURNS TO THE FOLLOWING AREAS: THE DOWN STAIRS GAME ROOM, THE ART AND CRAFTS ROOM, THE SCHOOL STORAGE ROOM, THE EQUIPMENT ROOM AND ALSO REWORK THE DUCTING AND SUPPLIES/RETURNS TO THE MAIN FLOOR ROOM UPSTAIRS AND REPLACE THE FLOOR REGISTERS IN THE FOOD PREP AREA. THIS JOB IS NOT LIMITED TO JUST THESE REPAIRS.

I WOULD ALSO LIKE TO ADD A THERMOSTAT DOWNSTAIRS WITH A LOCK BOX THE CAN BE SET AT A LOWER TEMPERATURE WHEN WE GET A REAL COLD SNAP TO KEEP IT WARM DOWN THERE AND PERHAPS, NO GUARANTIES, THE WATER PIPING WILL BE LESS APT TO FREEZE AND SPLIT IN UNDER THE BATHROOMS AGAIN. ALSO, RELOCATE THE UPSTAIRS THERMOSTAT AWAY FROM THE SUPPLY DUCTS AND NEAR

A RETURN DUCT ON THE FOOD PREP END OF THE MAIN FLOOR, THIS WILL PROVIDE MORE EVEN HEAT AND KEEP ONE END OF THE ROOM FROM BEING 70 AND THE OTHER AT 60F. THIS WILL REQUIRE A LOT OF LADDER WORK, LONG RUNS OF 6-8" GALVANIZED PIPING AND ALL WORK WILL BE DONE IN A MANNER WHICH WILL NE AESTHETIC AND OUT OF THE WAY OF KIDS AND ANY OTHER OBSTACLES POSSIBLE.

THIS PRICE ALSO INCLUDES A ANNUAL SERVICE COMPLETE WITH CUTTING EDGE COMBUSTION ANALYZER, AS WELL AS LEAVING A FEW SPARE AIR FILTER, AND REPLACING THE EXISTING FLUE PIPE AS IT IS DO FOR CHANGING.

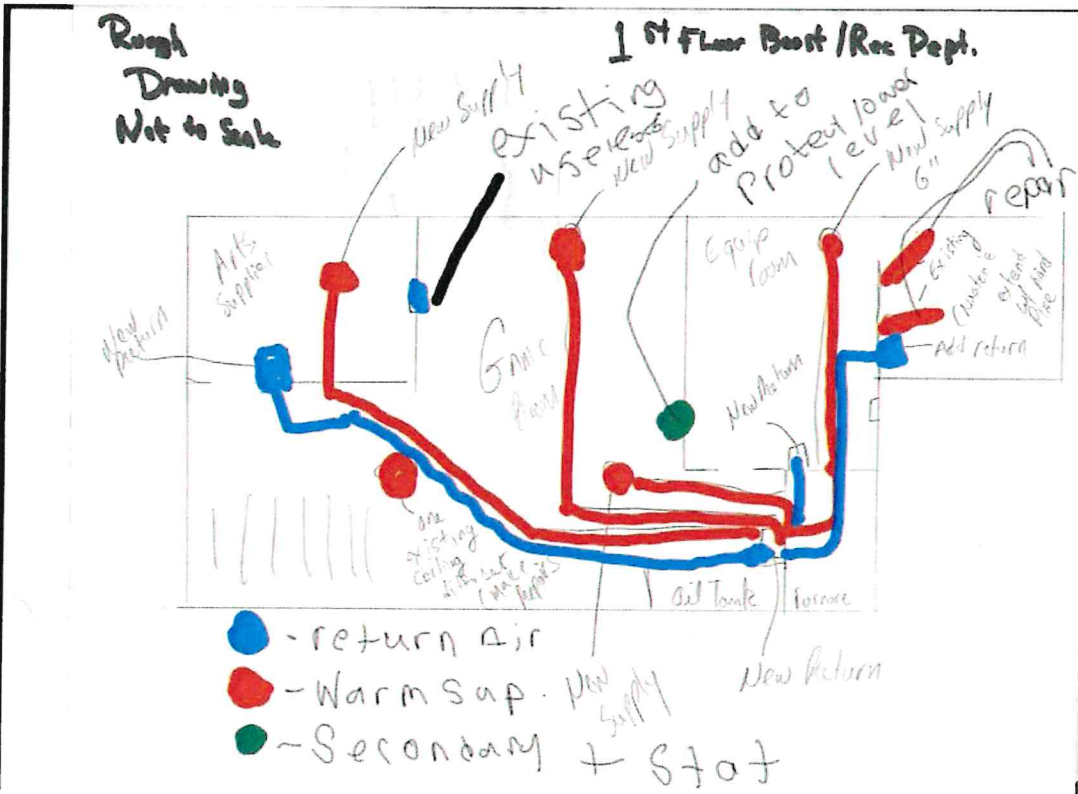
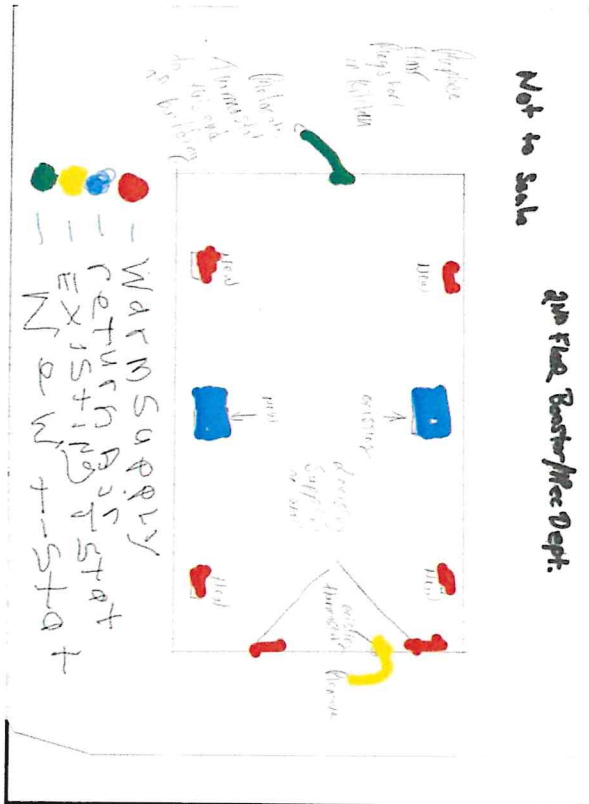
Subtotal	\$7,429.76
Total	\$7,429.76
Deposit Due	\$3,400.00

Notes:

****THIS IS JUST A ESTIMATE, NOTHING MORE, NOTHING LESS. I CANNOT PERFORM MIRACLES BUT I FEEL AS THOUGH I CAN MAKE THE SPACE A LOT MORE COMFORTABLE FOR THOSE SPENDING TIME IN THIS SPACE AS WELL AS HELP TO PROTECT THE WATER LINES IN THE BASEMENT AREA. I APPRECIATE THE OPPORTUNITY TO HAVE BEEN GIVEN A CHANCE TO HELP YOU AND I LOOK FORWARD HEARING YOUR THOUGHTS, AND ANY QUESTIONS, RESPONSES OR RECOMMENDATIONS. PLEASE FEEL FREE TO EMAIL OR CALL ME @ (603)-494-0473***** ALSO, IF THERE ARE ANT UNFORESEEN PROBLEMS IN THE INSTALLATION OF THIS UPGRADED SYSTEM, I HOPE WITH GOOD EXPLANATION AND COMMUNICATION ANY DETAILS CAN BE WORKED OUT, EITHER WAY.... IF I FINISH IN A COUPLE DAYS WE CAN AMEND THE CONTRACT BUT IF FOR SOME REASON THERE ARE COMPLICATIONS THAT WERE NOT BLATANTLY OVER LOOKED BY ME, WE CAN AGAIN REACH A REASONABLE AGREEMENT. I HAVE NO IDEA WHAT IS IN OR ABOVE THE CEILINGS THAT MAY ALTER MY ORIGINAL PLAN. I HOPE THIS IS UNDERSTANDABLE AND FAIR FOR BOTH PARTIES INVOLVED.

THANKS,
ROB POEHLMAN

I know it isn't much, but I hope you will accept this expression of thanks for thinking of A.C.E. Mechanical when you need something installed, repaired or replaced and you trust that we will take care of you, because that means a whole lot to us!!



This contract is an agreement between a consumer (someone in need of the services I offer, YOU) and contractor (person performing a specialized set of mechanical services, ME). This contract guarantees the workmanship performed to be free of error for a period of one year and will be performed within the code to which it pertains. Any materials purchased by the contractor will also be guaranteed free from defect for a period of one year, to be replaced at the contractors expense . Any materials used to perform work that are supplied by the consumer will not be guaranteed and will be billable if defects of manufacture are found to be the reason for dispute.

Financing options are available

We offer financing through industry leading partners. Loans range from \$1,000 to \$100,000 with APR's as low as 6.16%. Check your rate in minutes without affecting your credit score. In proud partnership with:





**Town of Ashland
Board of Selectmen
Agenda Report
October 12, 2018**

To: Board of Selectmen

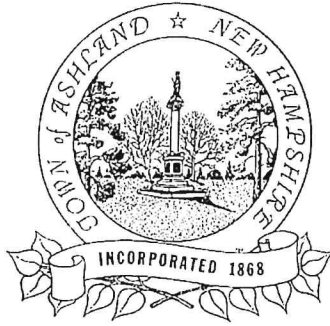
From: Craig Moore

Subject: Additional funds needed to complete Depot Street sidewalk.

Recommended motion: Motion to add \$5000 to Purchase Order #1806 to GMI and Add Ambrose Aggregates to the PO with additional expense to be expended from the Road Improvement CRF.

Discussion: During the reconstruction of Collins St. it became evident that gravel would be needed to properly crown the road. During the reclaim process undesirable material was exposed in several areas. This is partially the reason for the road to fail in so many areas originally. To prevent this from happening in the future our crew trucked 228 yards of new material from Ambrose pit in New Hampton. That material was used to build up and shoulder the new road at a cost of \$2712. During the Shimming of the upper section of Collins St Additional pavement was needed to properly crown that section of road which totaled \$1760.52. The original estimated amount went over by \$4472.52. We still need to pave the sidewalk on Depot St. I recommend rounding up the figure to \$5000 incase there are overages.

Fiscal Impact: \$5,000 – Road Improvement CRF



Town Administrator Updates - October 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: 527 people visited the Library in September

Circulated Items: Patrons borrowed 806 items from the Library last month and used 117 downloadable audio and E-books

Programs: The Library offered 4 programs attended by 68 people in September

News/Events:

- The Library is offering knitting every Thursday this fall from 6-7 pm.
- The next session of adult rock painting will be held on Tuesday, October 23rd from 5:30-7 pm.
- Teen night will be held on Friday, October 26th from 6:30-8:00 pm.
- Book Group will be held on Monday, October 29th at 7:00 pm.
- Halloween story time will take place on Tuesday, October 30th from 3-4 pm.

“The library is central to our free society. It is a critical element in the free exchange of information at the heart of our democracy.” - President, Carnegie Corporation Vartan Gregorian

FIRE DEPARTMENT – Chief Heath



Ashland Fire Department

Total Calls	37
Medical Emergencies	20
Fire/Rescue Calls	15
Motor Vehicle Accidents	2
Service Calls	0

- Regular department training during September involved:
 - Fire ground hydraulics
 - EMS training involved a discussion and review of protocols regarding special needs patients
 - Several department members also attended a live fire training exercise in Holderness
- The new truck is now in service, and personnel are continuing their training and familiarization with the new engine.
- Annual apparatus evaluation was completed on Engine 1 and Ladder 1.
- The ambulance was out of service for about two weeks due to issues with the electrical system. The problem was corrected by Liberty International in Manchester, and the truck is now back in service.
- Annual air compressor maintenance/service has been completed.
- Emergency generator annual maintenance and fire alarm system maintenance were completed.
- Annual boiler maintenance was completed, and a new thermostat has been installed.
- Front brakes on ladder 1 were replaced and the annual apparatus evaluation was completed on ambulance 1.
- Aerial and ground ladder testing are scheduled for the week of October 22.
- Life Safety Code inspections continue for both assembly and rental occupancies.
- NFIRS reports for September 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.

PARKS AND RECREATION – Director Barney

- There is a Halloween Kids Night Out scheduled for Friday October 19th. It will be at the Booster Club from 6-8:30 and is open to all kids in grades k-5. The cost is \$5 per child. The information has been posted on Facebook, given to local schools and put on channel 20.
- There are 34 registered for the After-School Program and we average 24 each day. I am still taking a trip to Manchester once a month to utilize the Food Bank for our healthy, affordable snacks.
- The campground will close after Columbus Day weekend and then I will get the contracts and electric bills out to all of the campers after that.
- I have been meeting with companies to find the best way to get heat into the Booster Club, so we are able to use the downstairs in the winter. One company told me they would not put anymore heating in the building until it was all insulated which would basically mean I would have to have 90% of the building's walls taken down and insulated. One company told me they would not have time to do the job when needed and the third has given me an estimate that I am hoping the board will go with at its October meeting.
- Chippers has been notified about removing the trees at the campground. They told me they would start work the third or fourth week of October. They will let me know a week before so that we can coordinate everything with Craig for the removal of the cut trees.

- The dugouts at the ballpark have been repaired and painted. I would like to thank, Jeremy Jaquith who is the head of the softball league that uses the field, for getting players together to volunteer to do the work. I would also like to thank Bill Gauthier from Thunder Cats for donating the paint.

TOWN CLERK/TAX COLLECTOR – Pat Tucker

Town Clerk/Tax Collector Activity – September 2018

Tax Collection	\$223,309
Vehicle Registrations	\$29,885
Dog Registrations	\$8
Vital Record Copies	\$123

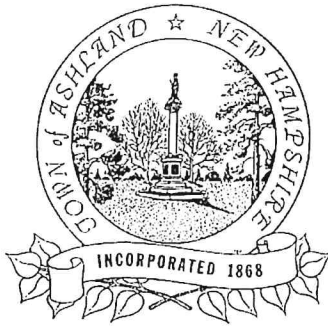
POLICE DEPARTMENT – Chief Randall

**Police activity for the months of August and September 2018*

Ashland Police Department

Dispatched Service Calls	764
Incidents	248
Arrests	23
Warrants	8
Accidents	5
Citation/Warnings	132
Parking Tickets	7

- The department continues on follow up investigations with on-going cases as well.
- Sgt. Derek Gray completed taser instructor certification.
- The Ashland PD was invited by the Holderness Police Department to participate in shoot don't shoot training using the Primex simulator. The simulator puts the officer into situations that are common to the profession. The training is used to make us more vigilant and aware of the proper force to use to handle those situations. Thanks to the Holderness PD.
- Chief Randall took on line training for EMS in the warm zone which provided in site to active shooter situations and mass casualty events.
- Chief Randall and Lt. Ulwick attended open house at the Ashland Elementary School where we finger printer parents and volunteers interested in helping the school on field trips. We also attended school safety meetings.
- The Town wide yard sale went smoothly without any major problems. The department provided traffic control at the Main Street, Riverside Drive and Highland Street intersection.
- Trick-or-Treat in Ashland will be held on October 31, 2018 from 5 pm to 7 pm.
- Remember that there is NO PARKING on any street in Ashland from November 1st through May 1st.
- Please remember that car break-ins are crimes of opportunity and it is recommended that you lock your vehicles at all times.



Project List – October 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: no significant updates, KV Partners continues to work on the engineering of the sidewalk.

Current: waiting for the Notice to Proceed Preliminary Plans from NHDOT.

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

Description: Replace water and sewer lines and road reconstruction

Updates:

Previous: Town unfortunately was not selected to receive grant funding from the DWGTF. Of the 88 construction projects that applied for funding only 19 projects were selected to receive grants/loans. Town still have pre-app approved under the CWSRF.

Current: no updates

ASHLAND PROPERTIES/LW PACKARD MILL SITE

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

Updates:

Previous: Town to move forward with application for CDBG/CDFA feasibility grant to study possible future use of the building. Public hearing scheduled for October 1st prior to Board regular meeting.

Current: Board approved application to CDFA for a feasibility grant.

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: On Thursday, September 13, 2018, Williams Architect was in the Town Office taking measurements and reviewing the building for their report. Prospects are the report should be completed by the end of the year.

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

Current: CAI Technology has moved the start date up to the end of October. Town maps are ready to be reviewed. Once the process starts property records in the office will be unavailable for a couple of months while CAI Technology analyzes the records. Property records are still available at the County Registry of Deeds.

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: Ashland Historical Society to attend BOS meeting and discuss Whipple House.

Current: Board of Selectmen and Ashland Historical Society to have joint meeting about lease.

BUILDING PERMIT FEES

Description: Increase the current town building permit fees

Updates:

Previous: 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.

Current: Board of Selectmen to schedule a date for the public hearing.

GRANT OPPORTUNITIES

Description: Grant application for next round of NHDOT TAP grant funding

Updates:

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

Current: No updates.

TOWN OF ASHLAND APPRECIATION DAY

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

Updates:

Previous: Board of Selectmen and Ashland Heritage Commission scheduled September 22nd, 2018 to clean the “old jail.”

Current: no updates

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

SOLAR ENERGY

Description: Project to bring solar energy to the Town

Updates: No updates

Previous: Selectman Sharps to contact various groups, companies, etc. about future meeting with BOS on solar projects.

Current: No updates.