

1                                   **ASHLAND BOARD OF SELECTMEN MEETING MINUTES**  
2                                   **REGULAR MEETING**  
3                                   **MONDAY, OCTOBER 1, 2018**  
4                                   **ASHLAND ELEMENTARY SCHOOL LIBRARY**  
5                                   **6:30 PM**  
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9   **PLEDGE OF ALLEGIANCE**

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

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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, CDBG consultant, read: Community Development Block Grant funds are available to  
25   municipalities through the NH Community Development Finance Authority (CDFA). Up to \$500,000  
26   annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for  
27   economic development projects and up to \$350,000 for emergency activities. Up to \$12,000 per study  
28   is available for Planning Grants. All projects must directly benefit low and moderate income persons.  
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30   This is a proposed application to the Community Development Finance Authority for up to \$12,000 in  
31   Community Development Block Grant Planning Study funds. The study will determine the potential  
32   re-use and estimated renovation costs for the L.W. Packard Mill building/Ashland Properties, 1 Hill  
33   Ave., Ashland, NH, 03217. A possible re-use of the building may be affordable senior housing.  
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35   This project conforms with Ashland's Housing and Community Development Plan's Goal of: Preserve  
36   and promote the town's historically and culturally significant structures (Short-term and Long-term  
37   goal) and possibly encourage a varied stock of safe, sanitary, decent and affordable housing for persons  
38   of all age and income groups (Short-term and Long-term goal).  
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40   A slideshow of the recent Board of Selectmen's tour of the portion of the building owned by Scott Heath  
41   was presented. It was noted that the building is in major disrepair and there are signs of human activity  
42   in the building.  
43

44   Chair Newton asked for comments from the public and the Board of Selectmen. Selectman DeWolfe  
45   felt that Senior Housing does not seem like a good end use of the building. Donna Lane responded that  
46   the study is to see if the building is structurally sound and affordable senior housing is just one

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

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

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

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

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38 **MOTION:** By Selectman DeWolfe  
39 *To adopt the Antidisplacement and Relocation Assistance Plan.*  
40 **SECOND:** By Vice Chair Lamos  
41 **VOTE:** 3-0 (All in favor)  
42 **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.

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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”.

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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**

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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.

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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.

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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 may 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**

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

10 None  
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13 **BOS SIGNATURES**

14 Purchase Order for paving Collins Street and Elderly Tax Exemption signed by majority of the Board.  
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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.  
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26

27 Respectfully submitted,  
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30 Wendy Smith  
31 October 2, 2018