

**ASHLAND BOARD OF SELECTMEN
WORK SESSION
TUESDAY, FEBRUARY 19, 2019 at 6:30 p.m.
ASHLAND ELEMENTARY SCHOOL LIBRARY**

- I. PLEDGE OF ALLEGIANCE**
- II. CALL TO ORDER**
- III. APPROVAL OF MINUTES**
 - a. BOS meeting(s): 2/4/2019 and 2/14/2019
- IV. NEW BUSINESS**
 - a. KV Partners – TAP grant; preliminary design for sidewalk project
 - b. Ashland 4th of July Committee
 - c. Board of Selectmen joint discussion with Planning Board about building fees
 - d. Board of Selectmen meeting with Ashland Electric Commissioners about the Thompson Street road, water, and sewer reconstruction project
- V. OLD BUSINESS**
 - a. Town Administrator updates
 - b. Board of Selectmen project list
- VI. SELECTBOARD ITEMS**
- VII. SIGNATURE FILE**
- VIII. NON-PUBLIC SESSION – RSA 91-A:3, II (d)**
- IX. Next meeting: March 5th, 2019**

Posted on 2/15/19 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.

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**ASHLAND BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, FEBRUARY 4, 2019
ASHLAND ELEMENTARY SCHOOL LIBRARY
6:30 PM**

I. CALL TO ORDER

Chairman Frances Newton called the Board of Selectmen meeting to order at 6:30 PM with a roll call vote; Vice Chairman Harold Lamos, Selectman Leigh Sharps, Selectman Kathleen DeWolfe, and Selectman Casey Barney all signified they were present. Others present: Town Administrator Charles Smith.

II. APPROVAL OF MINUTES

MOTION: Selectman DeWolfe

To approve the Board of Selectmen meeting minutes from January 21, 2019.

SECOND: Vice Chairman Lamos

DISCUSSION: Selectman Sharps recommended changes to page 1 line 38; replace word "from" with "due to." Vice Chairman Lamos recommended updating page 5 line 16 and 24; replace "Selectman" with "Chairman."

VOTE: 5-0 (All in favor)

MOTION PASSED

MOTION: Selectman DeWolfe

To approve the Board of Selectmen public hearing/meeting minutes from January 31, 2019.

SECOND: Selectman Sharps

VOTE: 5-0 (All in favor)

MOTION PASSED

III. OLD BUSINESS

a. Ashland 150th Anniversary Committee donation

- i. Chairman Newton made a general comment about the donation made by the Ashland 150th Anniversary Committee to AARA and then proceeded to read the town attorney's legal comment about the donation. Town counsel said the 150th Committee nor the Board of Selectmen have the legal authority to make such donation without the approval of the legislative body. Chairman Newton proceeded by reading a response from Mardean Badger (town website manager) about a recent letter to the editor posted in the *Laconia Daily Sun* about the donation and posting of the 150th Committee meeting minutes to the town website. General response was; how the website manager has never been directed to remove minutes from the website, never made a unilateral decision to remove minutes, the committee minutes currently posted, and a timeline of activity from the committee and posting to the town website.

- 1 ii. Members of the 150th Anniversary were also present, and they had a
2 discussion with the Board of Selectmen about the fiscal responsibility of funds
3 for the celebration. Chairman of the 150th Committee – Jane Sawyer,
4 requested a copy of the email sent to the town attorney about the donation.
5 Board of Selectmen agreed to allow the release of the email. 150th Committee
6 asked that DPW help with transferring the souvenirs from the railroad station
7 to the Ashland Town Office.
8

9 **IV. SELECTBOARD ITEMS**

- 10
11 a. Selectman DeWolfe made an inquiry about the 4th of July Committee entering into
12 contracts, as the manifest had a check disbursement for a “DJ” at the festivity.
13 Members of the 4th of July Committee were in attendance and said the request was
14 made in error. The committee said they understand about submitting contracts to the
15 town office for retention and review.
16 b. Selectman Sharps reviewed with the Board about her attendance at a recent Ashland
17 Electric Commission meeting and their discussion about solar energy. Commissioners
18 are going to gather and review further information about the subject matter before
19 moving forward.
20 c. As liaison to the Ashland Planning Board – Selectman Sharps gave an update about
21 recent activity with this board. Board mentioned their next work session meeting is
22 joint with the Planning Board to discuss updating the building fees.
23 d. Selectman Sharps concluded by making a public comment as an Ashland resident not
24 a Selectman. As such, Leigh commented from a historic and current perspective,
25 about the governance of a Board of Selectmen, requirements of a Board to follow state
26 law, legal obligations, allowance of our democratic process, and the importance of
27 volunteerism.
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- 29 **V. Board of Selectmen adjourned their meeting at 7:40 P.M.**

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31 *The minutes for this meeting were written by Town Administrator Charles Smith on February 5, 2019.*
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**ASHLAND BOARD OF SELECTMEN
JOINT MEETING WITH WATER & SEWER COMMISSIONERS
MEETING MINUTES
THURSDAY, FEBRUARY 14, 2019
ASHLAND UTILITY BUILDING
9:00 a.m.**

I. CALL TO ORDER

Chairman Frances Newton called the joint meeting with the Board of Selectmen and Water and Sewer Commissioners to order at 9:00 a.m. with Vice Chairman Harold Lamos, Selectman Kathleen DeWolfe, present, Selectman Leigh Sharps, and Selectman Casey Barney were absent. The Water and Sewer Commissioners Eli Badger, Dave Toth, and Alan Cilley were also present. Others in attendance; Town Administrator Charles Smith, DPW Director Craig Moore and Ashland Electric Superintendent Steve Foley.

II. PURPOSE OF MEETING

- a. A joint meeting was called to have the Selectmen, Commissioners, and Departments continue their conversation about the Thompson Street road, water, and sewer, reconstruction project. Commissioner Eli Badger presented the group, for discussion, a fact sheet about the project. Members discussed the description of the project, improvements that will be made, the importance of the project, fiscal impact, and timeframe around the project. Superintendent Foley talked about moving the utility poles, the time restraints, and potential expense. Board members present said they are committed to working with the Electric Department on this project and ask the same of the Electric Commissioners. Group members are considering having a similar meeting such as this before the town vote and inviting PBTv.

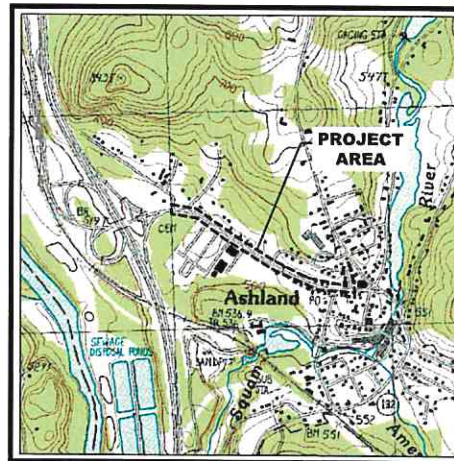
III. Meeting was adjourned at 10:16 a.m.

These meeting minutes were written by Town Administrator Charles Smith on February 14, 2019.

TOWN OF ASHLAND NEW HAMPSHIRE

TRANSPORTATION ALTERNATIVES PROGRAM PROJECT MAIN STREET (US ROUTE 3 AND NH ROUTE 25) AND GORDON STREET STATE PROJECT NUMBER 41370 FEDERAL AID NUMBER X-A004(610)

<u>SHEET NO.</u>	<u>SHEET TITLE</u>
1	COVER SHEET
2	GENERAL NOTES AND LEGEND
3-5	CONSTRUCTION PLANS 1-3
6-8	PROFILES 1-3
9-10	CONSTRUCTION DETAILS 1-3
11	TRAFFIC CONTROL PLAN
12-17	CROSS SECTIONS 1-6



Locus Map
Not to Scale

PRELIMINARY

KVPartners LLC

P.O. Box 432
New Boston, NH 03070
(603) 413-6650

NOVEMBER 2018

GENERAL NOTES

1. BASE MAP INFORMATION IS PROVIDED BY PROMISED LAND SURVEY OF DERRY, NH. SURVEY WAS COMPLETED IN MARCH/APRIL 2018.
2. ELEVATIONS ARE BASED ON NATIONAL GEODETIC VERTICAL DATUM.
3. THE CONTRACTOR SHALL VERIFY ALL RELEVANT ANGLES, LENGTHS, ELEVATIONS, AND INVERTS PRIOR TO CONSTRUCTION.
4. THE LOCATION OF EXISTING UTILITIES AND SUBSURFACE STRUCTURES AS SHOWN ON THE DRAWINGS ARE APPROXIMATE ONLY. THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND APPROPRIATE UTILITY AUTHORITY OF ANY DISCREPANCY WITH THE DRAWINGS. NEITHER THE ENGINEER NOR THE OWNER WARRANTS OR GUARANTEES THE CONDITIONS SHOWN ON THE DRAWINGS.
5. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL SUBSURFACE STRUCTURES AND UTILITIES THROUGH THE APPROPRIATE AGENCY. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO ANY EXCAVATION. THE CONTRACTOR SHALL CALL THE DIG-SAFE CENTER (1-800-344-7233) AT LEAST 72 BUSINESS HOURS PRIOR TO ANY EXCAVATION.
6. THE CONTRACTOR SHALL COORDINATE ALL CONSTRUCTION ACTIVITY WITH THE VARIOUS AFFECTED UTILITY AUTHORITIES TO PREVENT UNNECESSARY DELAY OF WORK OR INTERRUPTION OF SERVICES.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING AND SUPPORTING ALL UTILITIES DURING CONSTRUCTION AND FOR COORDINATING SUCH ACTIVITY WITH THE APPROPRIATE UTILITY AUTHORITY. UTILITIES DESTROYED OR DAMAGED BY THE CONTRACTOR SHALL BE REPAIRED OR REPLACED AS DIRECTED BY THE UTILITY AUTHORITY AT NO ADDITIONAL COST TO THE OWNER.
8. THE CONTRACTOR SHALL MAINTAIN TRAFFIC IN A SAFE MANNER AT ALL TIMES DURING CONSTRUCTION AND IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND AS REQUIRED BY THE NHDOT. IT IS UNDERSTOOD THAT NO ROADWAYS WILL BE CLOSED AND NO DETOURS WILL BE PERMITTED TO ACCOMMODATE CONSTRUCTION AND THE CONTRACTOR SHALL PLAN THE CONSTRUCTION ACTIVITIES ACCORDINGLY.
9. THE CONTRACTOR SHALL INSTALL AND MAINTAIN ACCESS TO ALL ABUTTING PROPERTIES WITHIN THE PROJECT AREA AT ALL TIMES, UNLESS OTHERWISE APPROVED BY THE OWNER.
10. THE CONTRACTOR SHALL CONFINE ALL OPERATIONS AND ACTIVITIES FOR CONSTRUCTION PURPOSES TO THE TOWN'S RIGHT-OF-WAY OR IN STAGHS/STOCKPILE AREAS APPROVED BY THE TOWN. THE CONTRACTOR SHALL LOCATE STAGING AREAS THROUGH AGREEMENTS WITH AFFECTED PROPERTY OWNERS, OR PROVIDE ALTERNATE MEANS TO STORE MATERIAL AT THE WORK AREA AS REQUIRED.
11. DURING NON-WORKING HOURS, THE CONTRACTOR SHALL SECURE ALL EQUIPMENT AND MATERIALS WITHIN THE LIMITS OF WORK.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO EXISTING PAVEMENT, ROADWAYS, SIGNS, CURBS, SIDEWALKS, DRIVEWAYS, MAILBOXES, FENCES, PLANTINGS OR OTHER PHYSICAL FEATURES CAUSED BY THE CONTRACTOR'S ACTIVITIES AND SHALL REPAIR THEM AT NO ADDITIONAL COST TO THE OWNER. ALL AREAS BEYOND THE LIMITS OF CONSTRUCTION WHICH ARE DISTURBED BY THE CONTRACTOR SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AT NO ADDITIONAL COST TO THE OWNER.
13. THE CONTRACTOR SHALL TAKE PRECAUTIONS DURING CONSTRUCTION TO MINIMIZE THE AMOUNT OF DEBRIS THAT COLLECTS IN CATCH BASINS, CULVERTS AND MANHOLES. THE CONTRACTOR SHALL CLEAN ALL CATCH BASINS, CULVERTS AND MANHOLES AFFECTED BY CONSTRUCTION IN ORDER TO MAINTAIN AN OPERATING SYSTEM.
14. ALL EXISTING CURBS, SIGNS, DRAINAGE STRUCTURES, UTILITIES AND ANY OTHER MATERIALS WITHIN THE RIGHT OF WAY THAT ARE REMOVED BY THE CONTRACTOR MAY BE INSPECTED BY THE OWNER. THE OWNER RESERVES THE RIGHT TO RETAIN OWNERSHIP AND MAY DIRECT THE CONTRACTOR TO SALVAGE AND STOCKPILE ANY SUCH EXISTING MATERIALS AT NO ADDITIONAL COST TO THE OWNER. ANY EXISTING MATERIALS THE OWNER CHOOSES NOT TO SALVAGE AND STOCKPILE SHALL BE REMOVED AND DISPOSED OF BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
15. ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL CODES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED PERMITS FROM APPLICABLE GOVERNMENTAL AGENCIES, INCLUDING THE OWNER, PRIOR TO THE START OF ANY CONSTRUCTION.
16. THE CONTRACTOR IS REQUIRED TO PROVIDE ADEQUATE SHORING FOR THE SOIL CONDITIONS AND DEPTHS ENCOUNTERED DURING CONSTRUCTION.
17. IN THE EVENT THE CONTRACTOR ENCOUNTERS EXISTING MATERIAL REASONABLY BELIEVED TO BE HAZARDOUS WHICH HAS NOT BEEN RENDERED HARMLESS, THE CONTRACTOR SHALL IMMEDIATELY STOP WORK IN THE AFFECTED AREA AND REPORT THE CONDITION TO THE OWNER AND ENGINEER. WORK IN THE AFFECTED AREA SHALL NOT RESUME UNTIL WRITTEN VERIFICATION BY THE OWNER THAT THE MATERIAL HAS BEEN REMOVED OR OTHERWISE BEEN RENDERED HARMLESS.
18. THE CONTRACTOR AND ALL SUBCONTRACTORS SHALL FAMILIARIZE THEMSELVES WITH THE CONTRACT DOCUMENTS. ALL DRAWINGS OF ANY PARTICULAR TRADE SHALL BE USED IN CONJUNCTION WITH DRAWINGS OF ALL OTHER TRADES TO COORDINATE THE CONSTRUCTION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER BEFORE PROCEEDING WITH THE AFFECTED WORK. ANY PROPOSED CHANGES, VARIATIONS, OR SUBSTITUTIONS MUST BE REVIEWED AND ACCEPTED BY THE ENGINEER PRIOR TO IMPLEMENTATION.
19. ALL PROPOSED WORK WILL BE COMPLETED IN ACCORDANCE WITH NHDOT STANDARD SPECIFICATIONS AND DETAILS (LATEST VERSION AND ALL AMENDMENTS) UNLESS OTHERWISE NOTED ON THESE PLANS OR SPECIFIED IN THE CONTRACT DOCUMENTS.
20. ALL CATCH BASIN GRATES AND FRAMES SHALL BE TYPE "B" IN ACCORDANCE WITH NHDOT STANDARD DR-1.
21. IMPLEMENT THE FOLLOWING MEASURES AS A MINIMUM PRIOR TO THE WINTER SUSPENSION OF WORK:
 - a. MAINTAIN TRAFFIC ON NEW PAVEMENT WITH APPROPRIATE PAVEMENT MARKINGS FOR THE WINTER.
 - b. PAVE ALL DRIVES THAT HAVE HAD PAVEMENT REMOVED DURING CONSTRUCTION.
 - c. STABILIZE AND/OR VEGETATE ALL DISTURBED SLOPES.
 - d. REMOVE TEMPORARY TRAFFIC CONTROL BARRIERS THAT HINDER WINTER MAINTENANCE.
 - e. PRIOR TO WINTER MAINTENANCE SEASON (BEGINNING NOVEMBER 1), ARRANGE A REVIEW OF THIS PROJECT WITH THE TOWN TO ENSURE THE ROADWAY IS ACCEPTABLE FOR WINTER MAINTENANCE.
22. A PRE CONSTRUCTION MEETING INCLUDING NHDOT (OFC AND COMMUNITY ASSISTANCE), NHDOT DISTRICT 3, UTILITIES, CONTRACTOR, CONSULTANTS, AND THE TOWN WILL BE HELD PRIOR TO ANY CONSTRUCTION IN ACCORDANCE WITH THE LPA MANUAL.

SURVEY NOTES

- 1) THIS PLAN DEPICTS FIELD EVIDENCE AS LAST OBSERVED BY PROMISED LAND SURVEY, LLC (PLS) IN MARCH OF 2018.
- 2) HORIZONTAL DATUM IS NAD83/2011 BASED ON LEICA RTX POST PROCESSED GPS.
- 3) VERTICAL DATUM IS BASED ON LEICA RTX POST PROCESSED GPS AND IS NVD29 (GEOID12B).
- 4) UNDERGROUND UTILITIES, IF SHOWN, ARE APPROXIMATE AND ARE BASED ON FIELD EVIDENCE. ADDITIONAL UNDERGROUND UTILITIES MAY EXIST. CONTACT DIG-SAFE (811) PRIOR TO CONSTRUCTION.
- 5) RIGHT OF WAY AND BOUNDARY LINE INFORMATION SHOWN HEREON IS APPROXIMATE AND IS BASED ON FIELD EVIDENCE IN CONJUNCTION WITH PLAN INFORMATION OBTAINED FROM THE COUNTY REGISTRY OF DEEDS. AS SUCH, THIS PLAN DOES NOT REPRESENT A BOUNDARY SURVEY.
- 6) BOUNDARY MONUMENTS, AS SHOWN, SHOULD NOT BE UTILIZED FOR VERTICAL CONTROL. VERTICAL CONTROL HAS BEEN ESTABLISHED/PROVIDED.
- 7) THE SURFACE AND FAULT LINES GENERATED/PROVIDED BY PLS REPRESENT THE SURFACE MODEL INTENDED FOR USE. THIS SURFACE TAKES INTO ACCOUNT THOSE POINTS WHICH SHOULD NOT BE UTILIZED FOR VERTICAL LOCATION AND SITE FAULT LINES. AS SUCH, ANY SURFACE GENERATED BEYOND WHAT HAS BEEN PROVIDED IS AT THE DISCRETION OF THE CREATOR AND PLS ASSUMES NO RESPONSIBILITY FOR ITS CREATION OR USAGE.
- 8) IF THERE APPEARS TO BE ANY DISCREPANCIES IN HORIZONTAL OR VERTICAL CONTROL IT IS THE DUTY OF THE CONTRACTOR TO NOTIFY PLS IN ORDER TO DETERMINE THE BEST SOLUTION. ANY PROGRESS IN SITE WORK WITHOUT SEEKING RESOLUTION TO SAID ISSUES IS NOT THE RESPONSIBILITY OF PLS.

LEGEND

GENERAL SYMBOLS

EXISTING

FF (CB OR DI)

○ EWH

○ TWH

○ MWH

○ DWH

+ GG

+ WG

+ CS

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CATCH BASIN (OR GUTTER INLET)

CURB (OR BERM) - TYPE NOTED

EDGE OF PAVEMENT

ELECTRIC MANHOLE

TELEPHONE MANHOLE

WATER MANHOLE

SEWER MANHOLE

DRAIN MANHOLE

GAS GATE

WATER GATE

CURB STOP

HYDRANT

FIRE ALARM BOX

STREET LIGHT

ORNAMENTAL LIGHT POLE

UTILITY POLE

GUY POLE

DRAIN PIPE

SEWER PIPE

ELECTRIC CONDUIT FOR SIGNALS

ELECTRIC CONDUIT FOR LIGHTING

GAS MAIN

WATER MAIN

TELEPHONE DUCT

MAIL BOX

HIGHWAY GUARD (TYPE NOTED)

HIGHWAY / PROPERTY BOUND (TYPE NOTED)

TREE (SIZE AND TYPE NOTED)

FENCE (SIZE AND TYPE NOTED)

RIGHT-OF-WAY LINE

PROPERTY SIDE LINE

TEMPORARY EASEMENT

PERMANENT EASEMENT

PAVEMENT MARKINGS AND SIGNING SYMBOLS

EXISTING

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DIRECTION OF FLOW

PAVEMENT ARROW AND LEGEND

STOP LINE - 18" WHITE LINE 4' BEHIND CW (TYP.)

SIGN AND POST

SSWL SINGLE SOLID WHITE LINE - 4"

SSYL SINGLE SOLID YELLOW LINE - 4"

BYCL BROKEN YELLOW CENTERLINE - 4"

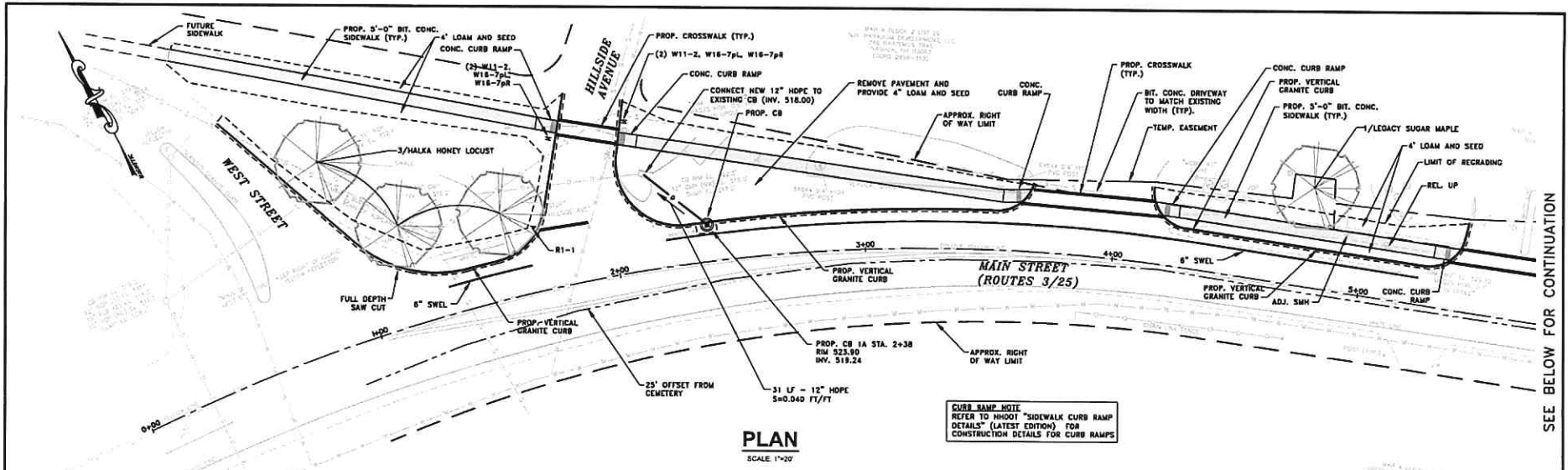
DSL DOUBLE YELLOW LINE - 2-4" LINES

ABBREVIATIONS

ABAN.	ABANDON
ADJ.	ADJUST
EXIST.	EXISTING
PROP.	PROPOSED
R&D	REMOVE AND DISPOSE
R&R	REMOVE AND RESET
R&S	REMOVE AND STACK
R.C.P.	REINFORCED CONCRETE PIPE (CLASS III UNLESS NOTED)
CB	CATCH BASIN
MH	MANHOLE
WG	WATER GATE
CG	GAS GATE
BIT.	BITUMINOUS
CEM.	CEMENT
PVMT.	PAVEMENT
CONC.	CONCRETE
GRAN.	GRANITE
INV.	INVERT
EL.	ELEVATION
DWY.	DRIVEWAY
SDWK.	SIDEWALK

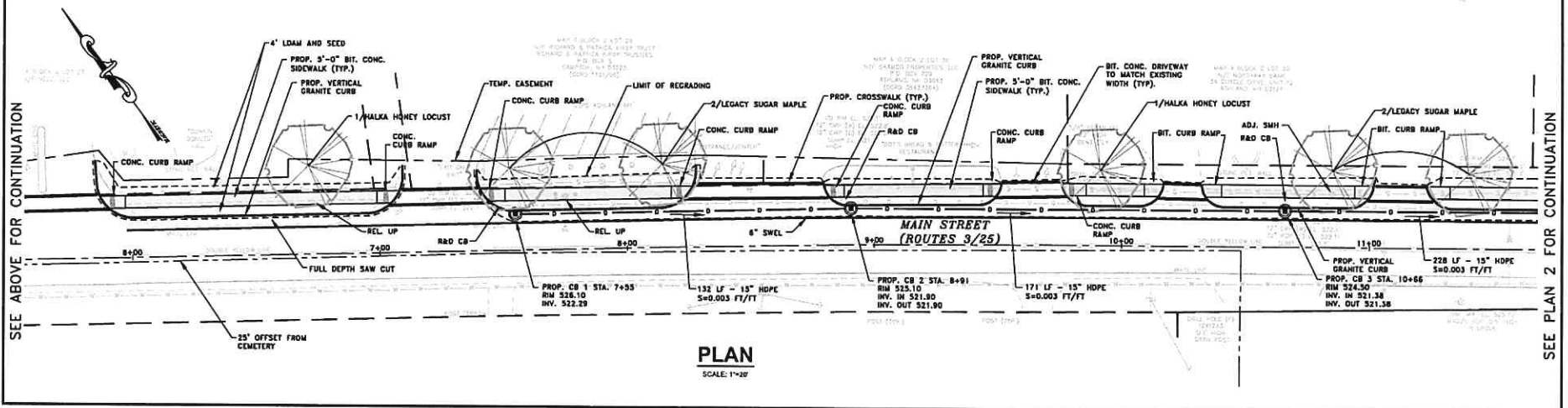
NUMBER	DATE	BY	REVISIONS	DESCRIPTION

PRELIMINARY PLANS	KVPartners LLC P.O. Box 432 New Boston, NH 03070 (603) 413-6650		TRANSPORTATION ALTERNATIVES PROGRAM SIDEWALK PROJECT (41370) ASHLAND, NEW HAMPSHIRE GENERAL NOTES AND LEGEND	SHEET NO. 2 NOVEMBER 2018
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PLAN
SCALE: 1"=20'

CURB RAMP NOTE
REFER TO NH007 "SIDEWALK CURB RAMP DETAILS" (LATEST EDITION) FOR CONSTRUCTION DETAILS FOR CURB RAMPS.



PLAN
SCALE: 1"=20'

REVISIONS			
NUMBER	DATE	BY	DESCRIPTION

PRELIMINARY PLANS

KVPartners LLC
P.O. Box 432
New Boston, NH 03070
(603) 413-6650

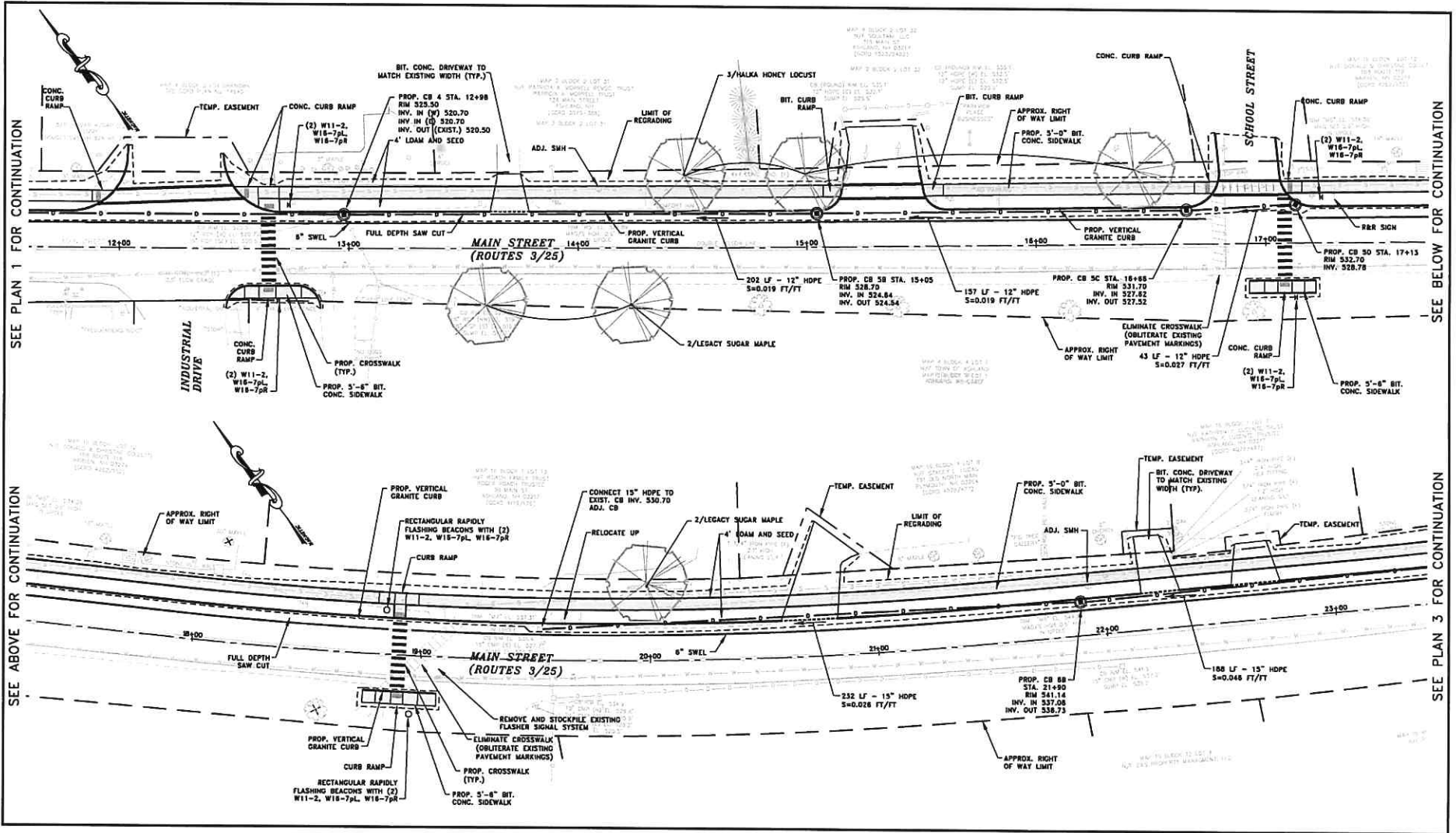


TRANSPORTATION ALTERNATIVES
PROGRAM SIDEWALK PROJECT (41370)
ASHLAND, NEW HAMPSHIRE
CONSTRUCTION PLAN - 1

SHEET NO.
3
NOVEMBER 2018

SEE BELOW FOR CONTINUATION

SEE PLAN 2 FOR CONTINUATION



SEE PLAN 1 FOR CONTINUATION

SEE ABOVE FOR CONTINUATION

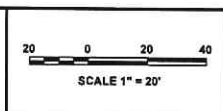
SEE BELOW FOR CONTINUATION

SEE PLAN 3 FOR CONTINUATION

REVISIONS				
NUMBER	DATE	BY	DESCRIPTION	

PRELIMINARY PLANS

KVPartners LLC
 P.O. Box 432
 New Boston, NH 03070
 (603) 413-6650



TRANSPORTATION ALTERNATIVES
 PROGRAM SIDEWALK PROJECT (41370)
 ASHLAND, NEW HAMPSHIRE
 CONSTRUCTION PLAN - 2

SHEET NO.
4
 NOVEMBER 2018

PERMIT FEES			
RESIDENTIAL/OUTBUILDINGS			
ALTERATIONS	\$ 35.00	PLUS \$.10 SQUARE FOOT	
NEW	\$ 50.00	PLUS \$.10 SQUARE FOOT	
REPAIRS	\$ 35.00	PLUS \$.10 SQUARE FOOT	
MULTI FAMILY-PER UNIT/ OUTBUILDINGS			
ALTERATIONS	\$ 35.00	PLUS \$.10 SQUARE FOOT	
NEW	\$ 50.00	PLUS \$.10 SQUARE FOOT	
REPAIRS	\$ 35.00	PLUS \$.10 SQUARE FOOT	
SWIMMING POOLS	\$ 50.00		
DRIVEWAY PERMITS	\$ 40.00		
	\$ 60.00		
	\$ 85.00		
PLUMBING			
RESIDENTIAL	\$ 40.00		
COMMERCIAL	\$ 60.00		
INDUSTRIAL	\$ 85.00		
ELECTRICAL			
RESIDENTIAL	\$ 40.00		
COMMERCIAL	\$ 60.00		
INDUSTRIAL	\$ 85.00		
MECHANICAL/HEATING			
RESIDENTIAL	\$ 40.00		
COMMERCIAL	\$ 60.00		
INDUSTRIAL	\$ 85.00		
DEMOLITION			
RESIDENTIAL	\$ 40.00		
COMMERCIAL	\$ 60.00		
INDUSTRIAL	\$ 85.00		
SIGN			
RESIDENTIAL	\$ 40.00		
COMMERCIAL	\$ 60.00		
INDUSTRIAL	\$ 85.00		
RE-INSPECTION FEE	\$ 25.00	PER VISIT	
CELL TOWER	\$ 75.00		
COMMERCIAL			
ALTERATIONS	\$ 75.00	plus .15 square foot	
NEW	\$ 75.00	plus .15 square foot	
REPAIRS	\$ 75.00	plus .15 square foot	
INDUSTRIAL			
ALTERATIONS	\$ 100.00	plus .20 square foot	
NEW	\$ 100.00	plus .20 square foot	
REPAIRS	\$ 100.00	plus .20 square foot	
APPLICANTS NAME			
DATE PAID		AMOUNT	

Proposed

TOWN OF ASHLAND BUILDING PERMIT FEE SCHEDULE

This application fee is covered by the applicant when completed.

RESIDENTIAL [ONE/TWO FAMILY AND MANUFACTURED HOUSING]

NEW BUILDING-APPLICATION REVIEW FEE	\$100.00
NEW BUILDING-PERMIT FEE	\$.15 sq. ft.
ADDITIONS, ALTERATIONS, APPLICATION REVIEW FEE	\$ 50.00
ADDITIONS, ALTERATIONS – PERMIT FEE	\$.15 sq. ft.
ACCESSORY STRUCTURES* - APPLICATION REVIEW FEE	\$ 50.00
ACCESSORY STRUCTURES* - PERMIT FEE	\$.15 sq. ft.

*includes pools, garages, sheds, decks, etc.

EXTERIOR REPLACEMENT OF SIDING, WINDOWS, ROOFING – PERMIT FEE	\$ 50.00
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NO PERMIT REQUIRED FOR MINIMAL ROUTINE MAINTENANCE REPAIR

COMMERCIAL/INDUSTRIAL/ MULTI-FAMILY

NEW BUILDING, ADDITION, ALTERATION, REPAIR – OVER 1000 SQ. FT.	
APPLICATION REVIEW FEE	\$300.00
PERMIT FEE	\$.20 sq. ft.
NEW BUILDING, ADDITION, ALTERATION, REPAIR – UNDER 1000 SQ. FT.	\$100.00
APPLICATION REVIEW FEE	\$.20 sq. ft.
PERMIT FEE	\$.20/SF [MINIMUM PERMIT FEE OF \$100]

same

DEMOLITION PERMIT

ONE/TWO FAMILY STRUCTURE – RESIDENTIAL	\$100.00
ACCESSORY STRUCTURE – RESIDENTIAL	\$ 50.00
PRIMARY STRUCTURE – COMMERCIAL	\$200.00
ACCESSORY STRUCTURE – COMMERCIAL	\$100.00

ELECTRICAL/PLUMBING/MECHANICAL [HEATING] PERMIT

ONE, TWO FAMILY RESIDENTIAL – NEW BUILDING	\$125/UNIT
RESIDENTIAL ADDITION, ALTERATION, REPAIR	\$ 50.00
COMMERCIAL/MULTI FAMILY [BASED ON ESTIMATED COST BELOW]	
UP TO \$2000	\$ 50.00
\$2001-\$4000	\$ 80.00
OVER \$4000	\$100.00

These fees are for over 1000 sq. ft. apply separate from Old Permit

SIGNS [BASED ON ESTIMATED COST]	\$20.00 FOR UP TO \$2500	\$40.00 FOR COST \$2501 - \$5000
	\$60.00 FOR COST \$5001-\$10,000	
	\$10.00 FOR EACH ADDITIONAL \$10,000	

SWIMMING POOLS	\$ 50.00
CELL TOWERS	\$250.00
DRIVEWAY PERMIT	RESIDENTIAL \$40 COMMERCIAL \$60 INDUSTRIAL \$85

CERTIFICATE OF OCCUPANCY

WITH BUILDING PERMIT	INCLUDED WITH PERMIT FEE
WITHOUT BUILDING PERMIT	\$50 PLUS \$.10 SQUARE FOOT

NO REFUNDS ON SIGNED PERMITS – FINE FOR STARTING WORK WITHOUT A PERMIT IS DOUBLE THE PERMIT AND REVIEW FEES



Town Administrator Updates – February 2019

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: 398 people visited the Library in January.

Circulated Items: The Library circulated 629 items last month plus 42 downloadable audio and eBooks.

News/Events: Teen Night will be held on Friday, February 22nd at 6:30 pm. February's movie matinee on Saturday, February 23rd at 2:00 pm is *Wish You Well*, based on the book by David Baldacci.

Book Discussion Group will meet on Monday, February 25th at 7:00 pm. The family movie *Small Foot* will be shown on February 26th at 3:00 pm. Pre-School Story Time will be held on Friday, March 1st at 10:30 am.

"Once you learn to read, you will be forever free." - Frederick Douglas

PARKS & RECREATION – Director Barney

- We are still using the Food Bank for healthy and affordable snacks for the After-School Program. The After-School Program is still doing well. We have an average of 22 kids per day with 46 kids signed up for the program.
- The After-School Program has been able to use the skating rink 1 to 2 times a week (depending on weather) and I would like to thank the Fire Department and the DPW for making this possible. The Fire Department for maintaining the rink and the DPW for plowing a walkway to the rink for the kids from the Booster Club.
- We will be having a Kids Night Out in February. We will also be running a February Vacation Camp from February 25 – March 1. The information has been sent home to local schools, in the paper, on the information channel, and on our website. Registration is required and the forms are on our website or you can contact Ann Barney at 968-9209.

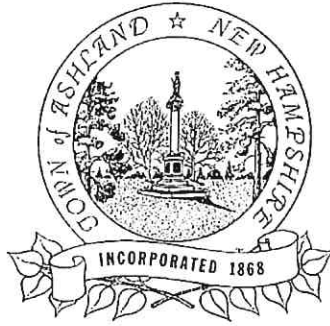
- We are also still taking donations for our Save the Playground Fund sponsored by the AARA. If you have any questions, there is a Save the Playground page on Facebook or you can contact the Parks & Recreation Department.



FIRE DEPARTMENT – Chief Heath

Total Calls	36
Medical Emergencies	20
Fire/Rescue Calls	7
Motor Vehicle Accidents	7
Service Calls	2

- Regular department training during January involved;
 - Work on training props for the department, and truck checks were completed.
 - EMS training involved a review of the management of patients with Left Ventricular Assist Devices, and the use of pelvic slings to stabilize patients with pelvic injuries.
 - EMS, Fire, and Ashland Police personnel completed CPR recertification.
 - Two of our personnel have completed their National Registry testing and are now Nationally Registered EMTs.
 - FF/EMT Samantha Leahy and EMT Patrick Warn have completed applications for NH Provider Licenses and are awaiting the arrival of their licenses.
- An on-board air compressor has been installed on engine 1 and one will also be installed on ambulance 1 soon. Our hope is to eventually remove the large compressor in the station that is currently used, thereby reducing electric usage and freeing up space in the station. We are also in the process of installing back up cameras on engine 1, ladder 1, ambulance 1, forestry 1, and utility 1. Our hope with this project is to reduce the risk involved in backing these vehicles on scene or in the station. The ambulance has been out of service due to a problem with the parking brake. The part has been ordered but has not yet arrived.
- The department has also welcomed four new personnel. FF/EMT Todd Randlett, FF Franklin Ullmer, EMT Taylor Fillebrown, and FF Brian Chase.
- Life Safety Code inspections continue for both assembly and rental occupancies. NFIRS reports for January 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



Project List – February 2019

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: Preliminary design has been submitted to NHDOT for internal review. NHDOT has requested (internally) comments back by January 30th. Expectations are the Notice to Proceed to Final Design will be the first week of February.

Current: Waiting for NHDOT response about plans. KV Partners to present preliminary plans to BOS.

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

Description: Replace water and sewer lines and road reconstruction

Updates:

Previous: Board of Selectmen had a public hearing on January 7th – next step; discussion at Town Meeting on February 2nd.

Current: Warrant article was discussed at the Deliberative Session.

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

ASHLAND PROPERTIES/LW PACKARD MILL SITE

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

Updates:

Previous: Town has received numerous inquiries from consultants about the project. RFP deadline for grant administrators is January 19th. Board to sign CDFA agreement at their January 21st meeting.

Current: reached out to interested firms about the project and grant administrators – both have had minimal response.

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: TA asked LCHIP for an extension on completing the project. LCHIP agreed as they need time to review final report.

Current: Architect to submit the new design of the interior of Town Office.

TOWN PARCEL AUDIT - GEOGRAPHIC INFORMATION SYSTEM (GIS) MAPPING

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

Updates:

Previous: CAI Technology picked up our properties files and started our parcel map project.

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: Ashland Historical Society has requested an extension on agreeing to the new lease for review with their legal counsel.

Current: No updates.

BUILDING PERMIT FEES

Description: Increase the current town building permit fees

Updates:

Previous: Planning Board agreed to having a joint meeting with Board. The Board of Selectmen to schedule a date for the public hearing.

Current: No updates.

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.

SOLAR ENERGY

Description: Project to bring solar energy to the Town

Updates: No updates

Previous: ReVision Energy attended a Board meeting and discussed the benefits of a solar energy project

Current: Selectman Sharps to schedule solar energy firm for presentation.

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