

**TOWN OF ASHLAND
BOARD OF SELECTMEN
REGULAR MEETING
MONDAY, MARCH 4TH, 2019 at 6:30 pm
ASHLAND ELEMENTARY SCHOOL LIBRARY**

- I. PLEDGE OF ALLEGIANCE**
- II. CALL TO ORDER**
- III. PUBLIC COMMENT (Agenda items only)**
- IV. APPROVAL OF MINUTES**
 - a. BOS meeting(s); 2/19/19
- V. NEW BUSINESS**
- VI. OLD BUSINESS**
- VII. SELECTBOARD ITEMS**
- VIII. PUBLIC COMMENT (Agenda items only)**
- IX. NON-PUBLIC SESSION – RSA 91 – A:3, II (I)**
- X. SIGNATURE FILE**

Posted on 3/1/2019 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.

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**ASHLAND BOARD OF SELECTMEN
WORK SESSION MEETING MINUTES
TUESDAY, FEBRUARY 19, 2019
ASHLAND ELEMENTARY SCHOOL LIBRARY
6:30 P.M.**

I. CALL TO ORDER

Chairman Frances Newton called the meeting to order at 6:30 P.M. with a roll call vote; Selectmen Sharps, DeWolfe, Barney, and Vice Chairman Lamos all signified they were present. Also present for this meeting was Town Administrator Smith, Police Chief Randall, DPW Director Moore, Ashland 4th of July Committee members and the Ashland Water & Sewer Commissioners.

II. APPROVAL OF MINUTES

MOTION: Selectman DeWolfe

To approve the Board of Selectmen meeting minutes from February 4th, 2019.

SECOND: Selectman Sharps

DISCUSSION: Selectman DeWolfe suggested changing the term "liaison" to "ex officio" (pg. 2 line 20). Selectman Sharps recommended changes: page 1 line 46 add "all minutes remain intact as submitted." Page 2 line 15 after and review "and will continually bring updates to board." Page 2 line 19 after moving forward; "to a proposed round-table presentation by PAREI in April or May." Page 2 line 27 after volunteerism; In parentheses "she said volunteerism is at a person's free will and not Select Board oriented."

VOTE: 5-0 (All in favor)

MOTION PASSED

MOTION: Vice Chairman Lamos

To approve the Board of Selectmen meeting minutes from February 14th, 2019.

SECOND: Selectman DeWolfe

DISCUSSION: no discussion

VOTE: 3-0-2 (Selectmen Sharps and Barney abstained; absent for meeting)

MOTION PASSED

III. NON-PUBLIC SESSION

MOTION: Selectman DeWolfe

To enter nonpublic session under RSA 91-A:3, II (d).

SECOND: Selectman Sharps

VOTE: 5-0 (All in favor)

MOTION PASSED

Board of Selectmen entered nonpublic session at 6:36 p.m. and reconvened at 6:46 p.m.

1 **IV. NEW BUSINESS**
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- 3 a. **KV Partners; NHDOT TAP Grant** – Mike Vignale, P.E. with KV Partners, gave an
4 update to the Selectmen on the NHDOT TAP grant project that will reconstruct the
5 sidewalk from West Street through Gordon Street. Expectations are NHDOT will
6 have “comments” on the engineering design with a Notice to Proceed by March 1st.
7 Since KV Partners last met with the board NHDOT had a few recommended
8 changes/suggestions to the project;
9 1. Crosswalks in front of the Booster Club.
10 2. Eliminate the crosswalk at the end of Gordon Street as it’s to close to
11 the crosswalk in front of the Common Man.
12 3. Flashing beacons on all the crosswalks.
13 ii. Other aspects of the project discussed with the board;
14 1. Drainage improvement plans have been added in front of the Ashland
15 Post Office and Dollar General store.
16 2. NHDOT to provide a catch basin and drainage improvements at the
17 end of School Street.
18 3. Overall the total estimated drainage improvement expenses are \$170K.
19 iii. If the Notice to Proceed is received by March 1st then the final plans could be
20 completed by March 21st and an advertise for bids in May.
21 b. **Ashland 4th of July Committee** – Chairman of the committee Fran Wendelboe
22 presented the Board of Selectmen examples of contracts used for the celebration.
23 Chairman Wendelboe had concerns about the perceived procedures of the committee
24 and wanted to clarify this with the board. Conversation with the committee focused
25 on the liability coverage for the event, as Primex does not guarantee coverage – as was
26 expected. The 4th of July committee members are going to research further into
27 insurance coverage.
28 c. **Ashland Planning Board** – members of the Planning Board were previously invited
29 to this work session meeting to discuss increasing the building permit fees. Planning
30 Board members, Mardean Badger and Susan MacLeod mentioned that it was difficult
31 to compare building permit fees to other towns as various towns have different set of
32 fees that vary on a base fee and square footage fee. Building permit fees in Ashland
33 have not been updated since 2007. An increase in the fees will offset the appropriation
34 for the Building Inspector position. Preliminary changes discussed by the Selectmen
35 are below, before they are finalized the Board of Selectmen will have a public hearing:
36 i. Residential Multi Family
37 1. New – \$100 plus \$0.15/sq. ft.
38 2. Alterations – \$50 plus \$0.15/sq. ft.
39 3. Repairs – \$50 plus \$0.15/sq. ft.
40 ii. Commercial
41 1. New – \$150 plus \$0.20/sq. ft.
42 2. Alterations – \$75 plus \$0.20/sq. ft.
43 3. Repairs – \$75 plus \$0.20/sq. ft.
44 iii. Industrial
45 1. New – \$300 plus \$0.20/sq. ft.
46 2. Alterations – \$100 plus \$0.20/sq. ft.

3. Repairs – \$100 plus \$0.20/sq. ft.
- iv. Swimming Pools and Driveway Permit – no changes
- v. Electric, Plumbing, and Heating
 1. One/two family residential – new \$125 per unit
 2. Residential addition, alteration repair – \$50
 3. Commercial, multi-family –
 - a. \$50 (up to \$2,000)
 - b. \$80 (\$2,001 - \$4,000)
 - c. \$100 (over \$4,000)
- vi. Demolition Permit
 1. Residential – one/two family - \$100
 2. Residential – accessory structure - \$50
 3. Commercial – primary structure - \$200
 4. Commercial – accessory structure - \$100
 5. Industrial – \$200
- vii. Septic System Review – completed by the state
- viii. Cell Tower – \$250
- ix. General Comments
 1. Applications Review fee – the base fee
 2. Permit fee – the added sq. ft. rate
 3. Fine for starting work without a permit – double the review and permit fee
 4. Expiration of permits – 1 year
- d. **Ashland Water & Sewer Commissioners** – met with the Board of Selectmen to review their joint meeting on February 14th about the “Thompson Street” road, water, and sewer reconstruction project. (*Note; a few members of the board were absent from that meeting on the 14th. Also, the Ashland Electric Commissioners were invited to this work session meeting but were unable to attend.*) Chairman Newton opened the discussion about the Thompson Street project by presenting a FAQ created to help explain the need for the project, financial benefits, and tax impact. Other topics discussed were the effect of roads that need to be reconstructed on town equipment and emergency response time. Board members intend on having another meeting on this project before town vote.
- e. **Ashland Police Department; pickup truck purchase/CRF** – Chief Randall requested the Board of Selectmen release funds from the Police Department Capital Reserve Fund for the purchase a new Dodge Ram pickup truck. Purchase of the truck would replace the 2011 Ford Expedition that has been in service since 2010. Chief Randall received a proposal to purchase an F150 pickup for \$27,267.36 but the cost, even after trade-in of the Expedition was \$2,577 higher than the Dodge Ram, estimated purchase price of the Ram is \$24,690. Also, part of this request is to outfit the vehicle which would be \$20,690. Combined expense; \$45,380. Ashland Police Department is also working on grants to reduce the overall cost of the truck purchase.

1 **MOTION:** Selectman Sharps
2 *To expend \$45,380 from the Police Car Capital Reserve Fund for the purchase of a*
3 *Dodge Ram 1500 pickup truck.*

4 **SECOND:** Vice Chairman Lamos

5 **DISCUSSION:** N/A

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

7 **MOTION PASSED**

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9 **V. OLD BUSINESS** – Town Administrator gave the Board of Selectmen an update from the
10 department heads about matters within the departments. TA also updated the Selectmen with
11 on-going projects.

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13 **VI. SELECTBOARD ITEMS**

- 14 a. Board of Selectmen read a letter of recognition to be sent to an Ashland resident
15 recently accepted to attend college at West Point.
16 b. Selectman Sharps requested a consensus of the board to be the point person to whom
17 shall update the Electric Department about solar projects. Board of Selectmen agreed
18 Selectmen Sharps should be the point person.
19 c. Selectman Sharps requested the Board of Selectmen consider adopting Selectmen
20 rules of process and procedures for the public and to later have the policy on the town
21 website. Board agreed with the request, Selectman Sharps to work with Selectman
22 DeWolfe on the topic.
23 d. Vice Chairman Lamos, last meeting will be March 4th, he would like to continue
24 working with the 4th of July Committee.

25
26 **VII.** Board of Selectmen adjourned their meeting at 8:37 p.m.

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28 *Town Administrator Charles Smith wrote these meeting minutes on February 20, 2019.*