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**ASHLAND BOARD OF SELECTMEN
WORK SESSION MEETING MINUTES
MONDAY, APRIL 15, 2019
ASHLAND ELEMENTARY SCHOOL LIBRARY
6:30 P.M.**

I. CALL TO ORDER

The Town of Ashland Chairman of the Board Frances Newton called the meeting to order at 6:30 p.m. with all the remaining Selectmen, Vice Chairman Kathleen DeWolfe, Selectmen Eli Badger, Selectmen Leigh Sharps, and Selectmen Casey Barney all were present. Interim Town Manager Charles Smith was also present.

II. PUBLIC HEARING – Building Permit Fees

At precisely 6:31 p.m. Chairman Newton opened the public hearing to change the town building permit fees.

- a. Charlie Bozzello asked the Board about how the fee changes came about? Chairman Newton gave an explained the fees have not changed since 2007 and they also are used to offset the tax impact for the Building Inspector position. Charlie Bozzello felt the increase should be incremental instead of a “big jump.”
- b. Susan MacLeod asked the Board if an analysis of the fees which are used to offset the tax impact for the Building Inspector position had been completed? Fee increase would have to be much higher to offset the appropriation for the position.
- c. Alan Cilley spoke on how such an increase might deter builders from applying for permits.
- d. Chairman Newton closed the public hearing at 6:43 p.m. Board tabled a vote on increasing the fees until next meeting. Board needed a clarification between fine/fee for starting work without a permit.

III. APPROVAL OF MINUTES

MOTION: Selectman Badger

To approve the meeting minutes from April 1, 2019.

SECOND: Vice Chairman DeWolfe

DISCUSSION: Board had a few clarifications about the public comment section.

VOTE: 5-0 (All in favor)

MOTION PASSED

MOTION: Vice Chairman DeWolfe

To approve the meeting minutes from April 4, 2019.

SECOND: Selectman Sharps

VOTE: 4-0-1 (Selectman Barney abstained; absent for the meeting)

MOTION PASSED

1 **IV. NEW BUSINESS**

- 2
- 3 a. **Community Garden** – the Board received a memo from Susan MacLeod requesting
- 4 a status on the Community Garden. Chairman Newton requested the Board table the
- 5 topic until a future date. Chairman Newton to reach out to volunteers and members of
- 6 the public to see what the town could do with the garden.
- 7
- 8 b. **NHDES Designation of Authorities for CWSRF loan** – NHDES has requested the
- 9 town resign a designation of authority form for the SRF loan/project Headworks and
- 10 Septage Receiving Facility. Prior form used was signed by the Ashland Water and
- 11 Sewer Chairman. Board designated the Town Manager Smith sign on behalf of the
- 12 town.

13

14 **MOTION:** Selectman Badger

15 *To designate Town Manager Smith as the designation of authorities for the Clean*

16 *Water SRF loan (Headworks Septage Receiving Facility).*

17 **SECOND:** Selectman Sharps

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

19 **MOTION PASSED**

20

- 21 c. **Town Manager job description** – under the Supervision Exercised section the Board
- 22 removed “Land Use” and “the Town Manger acts as a liaison to the Planning and
- 23 Zoning boards.” Job description was adopted.
- 24
- 25 d. **Vendor Permit Application** – the town received an application for a temporary
- 26 vendor permit to sell tacos. Application was approved by Police Chief Randall.
- 27 Board also approved the application but with stipulations that it’s a one-time event,
- 28 proper clean up took place and the applicant had a fire extinguisher on site.
- 29

30 **MOTION:** Selectman Badger

31 *To approve the vendor permit application to sell tacos on Main Street.*

32 **SECOND:** Selectman Barney

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

34 **MOTION PASSED**

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36 **V. OLD BUSINESS**

- 37
- 38 a. **Town Manager updates and Board of Selectmen project list** – Town Manager
- 39 Smith provided the Board an update with the on goings for each town department and
- 40 followed up with a status on projects before the Board.
- 41
- 42

- 1 b. **Utility Partners contract with Ashland Water and Sewer** – Town Manager Smith
2 requested a vote of the Board to cancel the contract the town had with Utility Partners.
3 As a business decision the department could save from leaving the agreement and
4 having the service be provided internally.

5
6 **MOTION:** Vice Chairman DeWolfe

7 *To cancel the agreement Ashland Water and Sewer has with Utility Partners.*

8 **SECOND:** Selectman Badger

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

10 **MOTION PASSED**

11
12 **VI. SELECTBOARD ITEMS** – the Selectman Sharps followed up with the Board on a few
13 items:

- 14
15 a. **Squam River Watershed** – Selectman Sharps informed the Board about how Squam
16 River Watershed was conducting studies on water from the future build out of the
17 town. Water testing on the lake for phosphorus and chlorophyll levels are also being
18 completed, these substances pose a risk. Selectman Sharps and Planning Board
19 member Susan MacLeod have asked Squam River Watershed if their testing could
20 expand into the Town of Ashland.

- 21
22 b. **Solar Energy firm** – Selectman Sharps followed up with the Board about the meeting
23 Selectman Sharps, Vice Chairman DeWolfe, and Town Manager Smith had with
24 Tangent Energy Solutions. Tangent Energy Solutions gave an overview about the
25 installation of solar energy on town property.

26
27
28 **VII.** Board of Selectmen adjourned their meeting at 7:39 p.m.

29
30 *Town Manager Charles Smith wrote these meeting minutes on April 17, 2019.*