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**TOWN OF ASHLAND
BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, MARCH 1, 2021
ASHLAND TOWN OFFICE
5:30 P.M.**

I. CALL TO ORDER -- Town of Ashland Chairman of the Board Eli Badger called the meeting to order at 5:30 p.m. and requested a roll call of the Selectmen: Vice Chairman Kathleen DeWolfe, Selectman Frances Newton, Selectman Alan Cilley (arrived 5:44), Selectman Andy Fitch and Chairman Eli Badger all acknowledged they were present via the video conference, constituting a quorum of the board. Chairman Badger notified attendees that the meeting was occurring over video and teleconference, a provision authorized by the Governor's Emergency Order #12 that waived the physical presence of board members during the Covid-19 pandemic.

II. APPROVAL OF MINUTES

MOTION: Kathleen DeWolfe
To approve the meeting minutes of February 12, 2021

SECOND: Fran Newton

VOTE: 4 – 0 (1 abstention, Fitch)

MOTION PASSED

MOTION: Kathleen DeWolfe
To approve the meeting minutes of February 15, 2021

SECOND: Fran Newton

VOTE: 4 – 0 (1 abstention, Fitch)

MOTION PASSED

MOTION: Kathleen DeWolfe
To approve the meeting minutes of February 17, 2021

SECOND: Fran Newton

VOTE: 4 – 0 (1 abstention, Fitch)

MOTION PASSED

MOTION: Kathleen DeWolfe
To approve the meeting minutes of February 22, 2021

SECOND: Fran Newton

VOTE: 4 – 0 (1 abstention, Fitch)

MOTION PASSED

1 **III. NEW BUSINESS**

2 **a. Mr. Collingwood – Update on Quarantine Issues**

3 Mr. Collingwood provided an update of the Covid-19 situation at Plymouth State
4 University. On February 15, there was a dramatic spike in cases, which resulted in
5 instruction going into remote mode and subsequent capacity (both quarantine and
6 isolation) at their off-site facilities in Plymouth and Ashland. Return to in-person
7 mode was scheduled for May 3 or May 8. Going forward, 2 hotels in Plymouth
8 and Tilton will be used for isolation cases and the Ashland site will be used for
9 quarantine cases. Overnight security will be stationed in the parking lots and
10 hotels are staffed 24-hours. Transport of students is done by the Campus Police.
11 The semester ends May 7, with commencement on May 8. Mr. Collingwood
12 answered several questions and was thanked by the Board for his update.

13 Clarification of definitions – **Quarantine** means that a person has been exposed
14 and might be sick; the person is in isolation for 14 days; contact tracing is done.
15 **Isolation** means a person is sick (has Covid-19) and remains in isolation for 10
16 days from the date of the positive test.

17 **b. Town Clerk/Tax Collector**

18
19 It was announced that Patsy Tucker is unavailable for the foreseeable future.
20 Deputy TC/TC Jeanette Stewart will be in the office on Thursday. Ballots were
21 received late from the State and absentee ballots have been mailed.
22

23 **c. PRLAC Appointment**

24 Tyson Morrill submitted his request to fill Ashland’s open position on PRLAC
25 (Pemigewasset River Local Advisory Committee). After approval, the
26 appointment will be sent to NH DES for approval and to LRPC (Lakes Region
27 Planning Commission).

28 **MOTION:** Kathleen DeWolfe

29 *To appoint Tyson Morrill to represent Ashland on PRLAC*

30 **SECOND:** Fran Newton

31 **VOTE:** 5 – 0

32 **MOTION PASSED**

33 **d. Trustees Concerns**

34 Amanda Loud of the Trustees of the Trust Funds reviewed their correspondence
35 with Tom Donovan (Department of Justice, Charitable Trusts) regarding legal
36 issues with some trusts – Green Grove Cemetery, Crimmings-Berry, Ordway-
37 Cheney, and Packard. Resolution of the issues will require participation of the
38 town’s attorney, in consultation with the Trustees and the Charitable Trusts unit.

1 Fran Newton thanked the Trustees for their hard work this year in managing all
2 the issues that have arisen.

3 **MOTION:** Kathleen DeWolfe

4 *To contact the Mitchell Group to assist the Trustees of Trust Funds to resolve the*
5 *trust funds issues*

6 **SECOND:** Andy Fitch

7 **VOTE:** 5 – 0

8 **MOTION PASSED**

9 **IV. OLD BUSINESS**

10 **a. Town Clock/Community Church**

11 The BOS will inform the vendor that the Town has no plans to proceed with the
12 project of repairing the town clock in the Community Church steeple.

13
14 **b. Campground Update**

15 The town's insurance company Primex has been updated about the damage done
16 to a camper's trailer by a tree branch. This is being handled through the camper's
17 insurance.

18 **c. Staffing Issues**

19
20 The BOS discussed the inadequate staffing in the Town Office, especially for the
21 utilities billing process. The utility billing was previously processed by three
22 people and is now done by one person. Concerns discussed included part-time vs.
23 full-time, cross training, separation of financial duties. The job description will be
24 drafted, the position will be advertised and previous applications will also be
25 reviewed.

26
27 The BOS also discussed the critical need for skilled linesmen for the Electric
28 Department. Competition from and higher pay rates by the larger electricity
29 providers has impacted previous searches. The town, with the help of VPSSA, has
30 been studying Ashland's electric rates, which historically have been kept
31 artificially low and which should provide revenue for hiring. The BOS will
32 review past applications, create a job description and ready an advertisement.

33
34 **d. Rates**

35
36 Discussion of septage receiving rates has been postponed to a future meeting.

1 **V. SELECTBOARD ITEMS**
2 a. The BOS discussed a recent boiler repair invoice for the Town Hall. The need for
3 a regular maintenance schedule for the boiler was emphasized.

4
5 **VI. NON-PUBLIC SESSION**

6 **a. Tax Deeding: RSA 91-A:3(c) – POSTPONED**

7
8 **b. Non-Public Session**

9 **MOTION:** Fran Newton

10 *To enter Non-Public session for the purpose of NH RSA 91-A:3(b), the hiring of*
11 *any person as a public employee*

12 **SECOND:** Andy Fitch

13 **ROLL CALL VOTE:** 5 – 0

14 **MOTION PASSED:** The Board entered Non-Public Session at 7:13 pm.

15
16 **VII. PUBLIC SESSION:** The Board returned to public session at 8:03 pm. No decisions were
17 made.

18
19 **VIII. ADJOURNMENT**

20 a. The meeting was adjourned at 8:03 pm.