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**TOWN OF ASHLAND  
BOARD OF SELECTMEN MEETING  
MONDAY, NOVEMBER 15<sup>th</sup>, 2021, 5:30PM  
UTILITIES BUILDING CONFERENCE ROOM  
6 COLLINS STREET, ASHLAND, NH**

- 7 I. **CALL TO ORDER** – Town of Ashland Chairman Eli Badger called the meeting to  
8 order at 5:30pm and requested roll call of the Selectmen. Chairman Eli Badger and  
9 Selectmen Andy Fitch, Bob Letourneau, Ann Barney, and Alan Cilley were present.

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11 **MOTION:** Bob Letourneau

12 *To approve the minutes from November 1<sup>st</sup> meeting as written*

13 **SECOND:** Andy Fitch

14 **MOTION PASSED**

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16 **MOTION:** Andy Fitch

17 *To approve the minutes from November 9<sup>th</sup> meeting as written*

18 **SECOND:** Bob Letourneau

19 **MOTION PASSED**, 2 abstentions: Ann Barney & Alan Cilley

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21 **II. NEW BUSINESS**

- 22 a. **MEETING WITH TIM FOUNTAIN – TAX MAPS** – Mr. Fountain spoke to  
23 the Board on behalf of CAI on the three-year mapping project. Mr. Fountain broke  
24 up the information based on each year of the project. The first year of the project  
25 was in 2018 where they did deed research and attempted to read all of the deeds.  
26 They compared what they had and what they needed to get from the County  
27 Registry. Year 2 was for compilation. They started from scratch putting parcel  
28 maps together using surveys and compiling deed descriptions. Although, they did  
29 not do any surveying in the field, and they did not change anything. In the final  
30 year of the project, they have digitalized the maps, re-numbered and calculated  
31 areas of non-survey parcels. They created preliminary maps and conversed with  
32 Patsy Tucker. They held an informal public review for the Town and the owners  
33 so that they could provide feedback and input for the final maps. The second  
34 portion of Mr. Fountain’s presentation was how to handle questions on the maps.  
35 If an owner has questions on a map or believes it is incorrect, then the owners’  
36 input is considered and investigated. Correction forms were left for when this  
37 scenario arises. The map maintenance agreement is for one year and includes  
38 survey corrections, data updates to the maps and the website. All the plans used  
39 during the project are in a database to show where the information came from for  
40 the maps. The final part of Mr. Fountain’s presentation was to cover the online  
41 mapping system. CAI will build the site with the assessment and parcel data,  
42 which is to be kept up to date. Mr. Fountain explained that CAI does not own the

43 data, the Town does; and they do not release the data. There was a question from a  
 44 member of the Zoning and Planning Board – Mardean Badger, Mrs. Badger  
 45 inquired about the cost of overlay distribution to which Mr. Fountain replied that it  
 46 depends on the effort that is needed in order to complete. Chairman Badger added  
 47 that there are overlays that have been provided to CAI for water & sewer as well  
 48 hydrants. Mr. Fountain ended his presentation by speaking about the annual  
 49 hosting fee, the fee is based on the community population not the amount of  
 50 layers. He encouraged towns to submit as much information as possible.

- 51  
 52 **b. APPROVAL FOR MINI SPLIT SYSTEM FOR 2<sup>ND</sup> FLOOR TOWN HALL –**  
 53 Town Manager Fred Welch presented the Board with an updated cost for  
 54 installation and purchase of the mini split for the 2<sup>nd</sup> floor of the Town Hall.

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 56 **MOTION:** Bob Letourneau

57 *To approve the Mini Split totaling \$5,362*

58 **SECOND:** Alan Cilley

59 **VOTE:** 5-0

60 **MOTION PASSED**

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 62 **c. APPROVAL OF THE 2022 AMBULANCE CONTRACT WITH**  
 63 **PLYMOUTH –** Mr. Welch presented the Board with the ambulance contract to  
 64 be signed.

65  
 66 **MOTION:** Andy Fitch

67 *To approve the ambulance contract totaling \$71,307*

68 **SECOND:** Ann Barney

69 **VOTE:** 5-0

70 **MOTION PASSED**

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 72 **d. QUESTION OF ADOPTING A NEW FEDERAL HOLIDAY, JUNE 19<sup>TH</sup> –**  
 73 **JUNETEENTH –** Mr. Welch presented the Board with potentially adopting  
 74 Juneteenth as an observed holiday. He stated that the Board does not have to make  
 75 a decision at this time.

76  
 77 **MOTION:** Andy Fitch

78 *To table the discussion on adopting Juneteenth.*

79 **SECOND:** Bob Letourneau

80 **VOTE:** 5-0

81 **MOTION PASSED**

- 82  
 83 **e. TOWN CLOCK –** Mr. Welch discussed with the Board about what should be  
 84 done about the clock that is in the steeple at the Community Church of Ashland.  
 85 The steeple is in need of repairs, and the concern that was brought to the

86 discussion was that the clock faces should be saved as they are irreplaceable. The  
 87 Board discussed that they should speak with the Church to see what their  
 88 intentions are for the steeple. The Board discussed that if there are no plans to  
 89 repair the steeple then then the Town should remove the clock faces. It was  
 90 clarified that the Town cannot spend money on private property therefore they  
 91 cannot repair the steeple. But they can repair the clock.

- 92
- 93 **f. SELECTMENS OFFICE WILL BE CLOSED ON NOVEMBER 17<sup>TH</sup>** - Mr.  
 94 Welch informed the Board that the office will be closed on November 17<sup>th</sup> for  
 95 training at the NH Municipal Conference.
- 96
- 97 **g. LIBRARY TRUSTEES MEETING NOVEMBER 18<sup>TH</sup> @ 6:30PM** – The  
 98 Board made an announcement to share the library trustee meeting that will be at  
 99 the Utility Conference Room to accept funds.
- 100
- 101 **h. BUDGETS** – The Board reviewed the budgets and addressed any areas that had  
 102 questions or concerns. Mr. Welch stated that the total budget is up around  
 103 \$135,000. In preparing the budgets they tried to keep them as flat as possible. The  
 104 audit was received and there are funds in the unassigned fund balance that can  
 105 help level the budget. There were some changes that were unanticipated as well as  
 106 increases due to the pandemic.

107

108 Selectman Cilley questioned the salary calculation on the narrative from the  
 109 Supervisors of the Checklist in which he wanted clarification on “10  
 110 public/working sessions at 4 hours each totaling 160 hours.” Selectman Cilley  
 111 asked if it should be 120 hours. Finance was to contact the Supervisors of the  
 112 Checklist to clarify and make the appropriate change.

113

114 Patriotic Purposes was asked about as nothing had been appropriated. The lines  
 115 including the language “4<sup>th</sup> of July” was directed to the 4<sup>th</sup> of July committee.  
 116 Committee member Kendall Hughes stated that their budget is not part of the  
 117 Towns budget, and they have their own budget.

118

119 **MOTION:** Andy Fitch

120 *To approve the budget appropriations totaling \$3,064,117\* with exception to*  
 121 *receiving the final number for the salary line in the Election & Register budget to*  
 122 *which the Town Manager can make the change.*

123 **SECOND:** Alan Cilley

124 **ROLL CALL VOTE:** 5-0

125 **MOTION PASSED**

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127 \*Finance confirmed with the Supervisors of the Checklist the correct salary amount, the total budget is at \$3,059,861

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- i. **UTILITY BUDGETS** – Mr. Welch informed the Board that utility budgets have been restructured to reflect what is actually taking place, and now include proportional amounts of salaries, insurance, and legal.

**MOTION:** Alan Cilley  
*To accept the Water budget as presented totaling \$344,072*  
**SECOND:** Bob Letourneau  
**ROLL CALL VOTE:** 5-0  
**MOTION PASSED**

**MOTION:** Andy Fitch  
*To accept the Sewer budget as presented totaling \$634,066*  
**SECOND:** Bob Letourneau  
**ROLL CALL VOTE:** 5-0  
**MOTION PASSED**

**MOTION:** Bob Letourneau  
*To accept the Electric budget as presented totaling \$3,500,532*  
**SECOND:** Andy Fitch  
**ROLL CALL VOTE:** 5-0  
**MOTION PASSED**

- j. **RSA – 40:13 5A** – Mr. Welch presented the RSA that requires the Selectman and Budget committee votes to be recorded and printed on the ballot for each ballot question or warrant article.

**MOTION:** Andy Fitch  
*To observe RSA 40:13 5A.*  
**SECOND:** Alan Cilley  
**VOTE:** 5-0  
**MOTION PASSED**

**III. OLD BUSINESS**

- a. **ASSESSING CONTRACT** – Mr. Welch informed the Board that there is a two-year contract currently in place.
- b. **AUDIT** – The Board inquired to Mr. Welch if they should be signing off on the new audit report that has been received. Mr. Welch suggested taking time to review the audit as well as the comments on changes that are suggested to be made. Mr. Welch also stated that the unassigned fund balance is healthy.

172 IV. **SELECTBOARD ITEMS**

173 Selectman Letourneau discussed with the Board that the Region Senator Bob Giuda  
174 would like to visit a Board meeting to present the Town and Board with updates from  
175 Concord. The consensus from the Board is that he is welcome to join a meeting,  
176 Selectman Letourneau will check with Senator Giuda on dates.

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178 At 7:15pm the Board motioned to move into a Non-Public Session pursuant RSA  
179 91A:3, (A) & (C)

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181 **MOTION:** Andy Fitch

182 *To move into a Non-Public session pursuant RSA 91A:3, (A) & (C).*

183 **SECOND:** Ann Barney & Alan Cilley

184 **ROLL CALL VOTE:** 5-0

185 **MOTION PASSED**

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187 **MOTION:** Andy Fitch

188 *To seal the minutes from the Non-Public session.*

189 **SECOND:** Bob Letourneau

190 **VOTE:** 5-0

191 **MOTION PASSED**

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193 At 8:20pm the Board motioned to adjourn the meeting.

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195 **MOTION:** Alan Cilley

196 *To adjourn the meeting.*

197 **SECOND:** Andy Fitch

198 **MOTION PASSED**