

**TOWN OF ASHLAND
BOARD OF SELECTMEN MEETING
MONDAY, SEPTEMBER 12, 5:30PM
UTILITY OFFICE CONFERENCE ROOM
6 COLLINS STREET, ASHLAND**

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7 **I. CALL TO ORDER** – Chairman Letourneau called the meeting to order with the
8 Pledge of Allegiance. Selectmen Andy Fitch, Rebecca Hartley, Ann Barney and Alan
9 Cilley were all in attendance.

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11 **MOTION:** Andy Fitch

12 *To approve the minutes of August 22nd as written*

13 **SECOND:** Rebecca Hartley

14 **VOTE:** 4-0 1 abstention: Ann Barney

15 **MOTION PASSED**

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17 **II. NEW BUSINESS**

18 **a. APPROVAL OF UPDATED BUILDING DEPARTMENT FORMS –**

19 Building Inspector Antonio Thibeault presented the Board with updated building
20 department forms for their approval. Selectman Fitch asked about the oil tank
21 permit in regard to if you need a permit for each tank, or if the permit covered
22 more than one tank. Mr. Thibeault answered that the permit is not per tank.
23 Chairman Letourneau inquired if the \$800 threshold for requiring a building
24 permit is too low. Chairman Letourneau suggested off-hand \$2,500 but said that
25 they should discuss the amount with the building inspector. The consensus of the
26 Board was to table the discussion until the building inspector can look into the
27 amount and get back to them.

- 28
29 **b. APPOINTMENT OF DEPUTY HEALTH OFFICER** – Town Manager Fred
30 Welch stated that we don't always have the health officer available and that he
31 recommends there be a deputy health officer. The suggested candidate is the
32 building inspector Antonio Thibeault.

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34 **MOTION:** Bob Letourneau

35 *To approve the deputy health officer*

36 **SECOND:** Andy Fitch

37 **VOTE:** 5-0

38 **MOTION PASSED**

- 39
40 **c. PUBLIC WORKS 2023 BUDGET REVIEW** – Public Works director Craig
41 Moore presented his proposed budget for 2023. The highlights of which included
42 some new lines for clarification such as the computer line for the monthly
43 computer cost, and office supplies which used to be in the directors' line. Some
44 increases in the budget included wages, uniforms, and dues for the solid waste
45 district. The street improvement line has been reduced to zero as the funds for the
46 improvements come as revenue from the State. The Board also questioned if the

47 funds for salt would be enough. The Board advised to change the winter
48 maintenance line from \$76,000 to \$88,500. The Board had no further questions on
49 the proposed budget.
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- 51 **d. PARKS & RECREATION 2023 BUDGET REVIEW** – Parks & Recreation
52 Director Ann Barney presented the proposed budget for 2023. Some budget lines
53 were combined such as the telephone line was combined with the internet line as a
54 new service is being used and it is billed in combination. General expenses and
55 clubhouse supplies were combined as well. Increases included wages, heat,
56 chemical toilets which doubled in price, bussing, and building expenses which
57 includes pest control. The Board did not have any questions.
58

- 59 **e. PURCHASE ORDER APPROVAL REDESIGN SUBSTATION**
60 **TRANSFORMER \$28,000** – Superintendent of Electric Harry Gallien presented
61 to the Board a purchase order for the substation. Mr. Gallien indicated that the
62 substation needs updating to make it a safer working environment. The purchase
63 order is for the design phase only, Mr. Gallien discussed that the designs may not
64 be available until the spring of next year. During the updating of the substation a
65 temporary substation will be put in place.
66

67 **MOTION:** Andy Fitch

68 *To approve the purchase order for the substation design*

69 **SECOND:** Alan Cilley

70 **VOTE:** 5-0

71 **MOTION PASSED**
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- 73 **f. APPROVAL OF SEWER WORK SHORTFALL OF \$158,005 FROM**
74 **EXISTING SEWER FUNDING** - Mr. Welch discussed with the Board a
75 shortfall in the Sewer department for a project that came in over bid due to rising
76 material and labor costs. Mr. Welch suggested using existing Sewer funds to
77 cover the shortfall as they could lose \$100,000 in funding. Mr. Welch fears that
78 if they do not cover the shortfall it could end up costing \$300,000 and we will
79 lose funding.
80

81 **MOTION:** Andy Fitch

82 *To cover the shortfall of \$158,005 for Sewer funding*

83 **SECOND:** Alan Cilley

84 **VOTE:** 5-0

85 **MOTION PASSED**
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- 92 g. **APPROVAL OF CONSTITUTION WEEK PROCLAMATION** – The
 93 Pemigewasset Chapter of the Daughters of the American Revolution sent a letter
 94 to the Board to asked for the proclamation to be made for September 17th to
 95 September 23rd. The proclamation is to be posted at the Town Hall and on the
 96 website.

97
 98 **MOTION:** Bob Letourneau

99 *To approve the proclamation of Constitution Week*

100 **SECOND:** Rebecca Hartley

101 **VOTE:** 5-0

102 **MOTION PASSED**

- 103
 104 h. **APPROVAL OF STATE VEHICLE INSPECTION STATION, BUSKEY'S**
 105 **& REGO'S AUTO** – Selectman Fitch confirmed that the permit went before the
 106 Planning Board and was approved.

107
 108 **MOTION:** Andy Fitch

109 *To approve the State inspection station at Buskey's & Rego's Auto*

110 **SECOND:** Rebecca Hartley

111 **VOTE:** 5-0

112 **MOTION PASSED**

- 113
 114 i. **LEGISLATIVE POLICY CONFERENCE, CHOICE OF DELEGATE** – The
 115 conference is to discuss items that may be put before the legislative next year.
 116 Selectman Fitch will be in California and unable to attend. Chairman Letourneau
 117 will be the delegate.

118
 119 **III. OLD BUSINESS**

- 120 a. Selectman Fitch inquired about an update on the GIS mapping. Mr. Welch
 121 confirmed that the review of the mapping has 4 to 5 items to be fixed but it is
 122 almost done. It was also confirmed that the link for the public to access the
 123 mapping has been received.
- 124 b. The Board also inquired about the number of new meters that have been installed.
 125 There have been about 600 meters installed. The Board also discussed that those
 126 that have not had a new meter installed yet will have an estimated bill this month
 127 based off of their 2021 August usage.
- 128 c. Selectman Fitch brought to the Board a citizen's complaint that he received about
 129 the crosswalk lines on Route 3. Craig Moore confirmed that he has reached out to
 130 the State and they have said they are planning to have the crosswalks done before
 131 the end of next week. Police Chief Ulwick added that the Police Department has
 132 received phone calls about the crosswalk, and they have placed a call to the State
 133 as well. Chief Ulwick addressed the concern of having an officer for school
 134 crossing. Chief Ulwick stated that the first week of school was difficult with only
 135 one officer on and many calls that week in the morning for bears and bussing
 136 issues. Selectman Barney offered the use of the green crossing signs until the
 137 crosswalks are painted.

- 138 d. Selectman Fitch brought to the Board another citizen complaint about the braking
139 and speeding of some of the septage haulers on Collins Street. Chief Ulwick
140 stated that this was the first time he had been notified of this and stated that unless
141 these concerns are communicated with the Police Department they do not know.
142 e. Chairman Letourneau discussed a large cut that had been approved on Thompson
143 street. Chairman Letourneau stated that the noise from the cut has been starting at
144 6am and added that that area has many retired citizens living there. The Board
145 discussed putting together a warrant article to change the start time in residential
146 areas. Craig Moore added that he has talked with the people doing the cut and
147 they stated they would be done on Friday. The Board also discussed for larger
148 cuts, getting a forester for their opinion on large cuts as well as bonding for roads.
149

150 **IV. SELECTBOARD ITEMS – None**

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152 **MOTION:** Bob Letourneau

153 *To enter into a non-public session pursuant to 91-A:3 II (C)*

154 **SECOND:** Andy Fitch

155 **VOTE:** 5-0

156 **MOTION PASSED**

157
158 **MOTION:** Bob Letourneau

159 *To enter into a non-public session pursuant to 91-A:3 II (D)*

160 **SECOND:** Andy Fitch

161 **VOTE:** 5-0

162 **MOTION PASSED**

163
164 **MOTION:** Bob Letourneau

165 *To seal the minutes of both non-public sessions*

166 **SECOND:** Andy Fitch

167 **VOTE:** 5-0

168 **MOTION PASSED**

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170 **MOTION:** Bob Letourneau

171 *To adjourn the meeting at 8pm*

172 **SECOND:** Andy Fitch

173 **VOTE:** 5-0

174 **MOTION PASSED**

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