

**ASHLAND BOARD OF SELECTMEN WORKSESSION
MONDAY, APRIL 21, 2014
ELEMENTARY SCHOOL LIBRARY
7 PM**

MINUTES

Chairman DeWolfe had previously called the meeting to order.

Others Present: Paul Branscombe, Pat Crowell and members of the Public.

Mike Lavelle from Certified Computer Systems is here to talk about what the town should do this year and to give an explanation of the “cloud”. He said that the server is old and recommends that it be replaced or that the town should use the cloud. The cloud would reduce the cost of having an on site server. He said the cloud is private and several municipalities and police departments use it. A few of the town office computers are still using Windows XP and will need to change because they can become infected. Hardware can be purchased through the state bid and that could save a little money. Felton asked if he could contact some of the municipalities that have the cloud.

OLD BUSINESS

a) The Town Administrator gave updates on the following:

Time Warner Cable – When Blue Sky Drive is all set the Board of Selectmen will sign the contract.

Town Hall Improvements – Waiting to hear from Ashland Lumber regarding the windows.

Campsite Eviction – Jim Gleich is in the process of contacting the people that are on the waiting list. The camper on Site 8 has until June 14th to remove the trailer or the town can remove it and it will be put in the corner of the parking lot.

Land Use Clerk/Building Inspector – The Building Inspector has agreed to accept and review the applications for the planning board and zoning board.

Humane Society – Reached an agreement with the Humane Society and saved the town some money. Contract needs to be signed.

Fire Dept. Copier lease – Should the fire dept get a service contract on the old copier? The Board said to explore what the contract would cost and get back to them.

American Legion parking lot proposal – There is no interest on their part. Newton asked about having further discussions.

Master Plan – Sue MacLeod put a book together which has the implementation chapter. He will let the residents know that it will be available at the town office. It will also be available on the website.

HEAL/TAC meeting on June 4th – Chairman DeWolfe thanked the HEAL committee for all their efforts and a great grand opening of the community garden. Felton thanked the Water & Sewer Commission for donating the water for the garden for the first year. The June 4th meeting will be with the Transportation Advisory Committee in Tuftonboro Fire Station. Newton said that she will be attending.

b) Economic Development Committee – The Chairman said that he had received a packet of information from Sue MacLeod regarding information she received from Pittsfield. The Chairman asked the Board if they had any comments or changes they might like to make. Felton commented that there were going to be 5 members and their terms should be staggered for 2/2/1 not 3/3/2. The Chairman asked about the opening statement. He suggested inserting “formed as a town committee so they may better assist”. On page 3 of the document in regards to meetings, it should read “monthly or as needed”. Before the last page, the sentence reads a 2/3 majority, the board decided that majority was sufficient and to strike 2/3. Felton moved to adopt the rules as written and amended. Newton seconded. All in favor 5-0. Newton moved to establish the Ashland Economic Committee as defined in these rules. Felton seconded. All in favor 5-0. Newton moved to nominate Steve Felton as ex-officio member to the Economic Development Committee. Stewart seconded. All in favor. 5-0.

c) BOS Boards/Committee liaisons – Felton stated that the committees should report to the Board on a quarterly basis or ask the committee to attend a meeting. Newton said that it is a good idea to have representation on the committees. Stewart asked if this discussion could be moved to the next meeting because Preston and she could not open the email that DeWolfe sent.

d) Default Budget not properly voted in 2010 - The Chairman said that not properly voted is not a correct statement. The default budget should have been prepared and signed off by the Board. Legal advice was that the warrant article in 2010 did not meet the requirements to put the Budget Committee in charge. Legal said that whatever body submits the budget to DRA, the default budget is created by operation of law.

e) July 4th - Branscombe said that legal will prepare the vendor agreements/contracts. We will get a list from Katie Maher of the volunteers, which will need background checks. Preston asked if the volunteers had any identification.

f) Beach Program for 2014 – Jim Gleich, Park & Recreation Director spoke. In the past the beach had posted hours from 11 am to 4 pm. It is the only public beach on the lake. He said there are safety concerns after 4 pm. Gleich said that he would prefer to have lifeguards. Preston said that he has checked several beaches and none have had lifeguards. He also said that the bathrooms should not be closed at 4 pm. After much discussion Newton moved to accept option #2. Preston seconded. Newton said to close the beach a sundown. She would like more information from Gleich in reference to hours. The beach hours could be 10 am to 8 pm and the concession would be 11 am to 3 pm. In favor 4-1.

NEW BUSINESS

a) Concerned Citizen Issues submitted by Ron Boyce – The Chairman mentioned that 3 of the four issues the board will go into Non-Public session after this meeting. The 4th issue had three concerns. The first was that the taxes are too high, the second was the surcharge on electric bills for North Ashland Road, and the third was in regards to a veteran credit. This person did not qualify for a veteran credit because of the years that he was in the military. He has been contacted in regard to this.

b) Concerned Citizen issue log – Felton said this document will help keep track of issues. Stewart mentioned that the complaint form needs a signature line.

c) Electrical Inspector – Branscombe has asked the Building Inspector to handle all electrical inspections. He is certified and will get \$15 for rough and \$15 for finish. We will not post the job as yet.

d) Welfare Assistant – Since it is a default budget, there is no money in the overtime line. The Board asked the person who currently works with the Welfare Director if she would come in a couple of hours later on that morning. She answered that she couldn't make a decision tonight. There was some discussion regarding the safety issue of having just one person there at night. Police Chief Randall said that it is a safety issue and does not recommend that only one person be there.

e) Common Man outdoor music – The Common Man Restaurant will have music on their patio until 7 pm. during July and August.

f) Mission Statement – The Board was given a template which was a mixture of a few towns. Preston asked if the Mission Statement should be for the whole town and not just the Board. He's not sure if a statement is appropriate for town government. Newton said it's just a framework and can be tweaked. Felton moved to appoint Preston and Newton to a sub-committee to work on the vision, mission and value statement. Jeanette seconded. All in favor 5-0.

g) Ashland Bulletin – The Board would like the Town Administrator to start doing the Bulletin again. They say that it shouldn't be a priority and that it should be bi-weekly. They asked that there be no opinions just fact in the Bulletin.

h) Department Head budget revisions – The department heads were asked to review their budgets. Finance Officer Paquette explained all the changes that have been made to the different lines in the budget.

SELECTBOARD ITEMS

-Felton moved to appoint David Toth to the CIP Committee. Preston seconded. All in favor 5-0.

-Felton asked how anyone knows that there openings on the Committees. The Chairman will update Mardean Badger with the openings to be posted on the website.

-Felton asked when the assessor will be coming to a meeting. Branscombe replied it will be May 5th. The assessor will explain the abatement process.

-Felton asked if the job descriptions were up to date and where they were filed. Branscombe said that they were filed in the Selectmen's files and were all up to date.

- TA Branscombe said that there is no definition of a spending freeze. He offered to change his \$1500 limit to \$1000. Stewart explained that it is based on need rather than want. It was decided that Branscombe should use his discretion and not wait for the Board to get back to him.

- Felton would like the Board to review the financial and cash flow analysis at the end of each month.

Stewart motioned to go into Non-Public Session pursuant to RSA 91-A:3 IIC at 9:45 pm. Newton Seconded. Roll call vote Preston, Newton, Stewart, Felton, DeWolfe, all here.

Respectfully Submitted,

Patricia Crowell
4-24-14