

**ASHLAND BOARD OF SELECTMEN WORKSESSION
MONDAY, MAY 18, 2015
ELEMENTARY SCHOOL LIBRARY**

MINUTES

Chairman DeWolfe called the meeting to order at 7:00 PM with a roll call. Steve Felton, Fran Newton, Phil Preston, Norm DeWolfe. Leigh Sharps arrived at 7:02 PM.

Others Present: Town Administrator Paul Branscombe and Pat Crowell.

OLD BUSINESS

Mini Loader – DeWolfe said that his concern was that the loader was delivered prior to signing a lease agreement. It was decided by the Board that in the future a lease agreement should be reviewed by the Board and signed prior to delivery. Felton asked if the lease agreement has a buyout. It does not, but if the Town wanted to pay off the loader we would have to call to verify pay off.

Campsite Contract – After some discussion, Sharps motioned to insert that “all site fees and Ashland Property Taxes must be paid” into the contract for 2016. Newton seconded. All in favor 5-0.

Town Hall Parking Lot – Branscombe reported that Mrs. Wendelboe will be at the next meeting.

Town Finances – DeWolfe passed out his analysis to the Board. He included the first 4 months of this year and the rest of the year substituted last year’s figures. We have spent 32% of the budget so far. He said that we are on track for spending 98% of our budget for this year. DeWolfe questioned “Uncategorized” line in the budget. Branscombe said he will check. Legal and Government Buildings are overspent. Branscombe mentioned the cash flow analysis. The Board said it was encouraging.

Concerned Citizen Log – The white rocks on Owl Brook Road was brought up. The Board asked Branscombe to contact Mr. Salvoni to arrange a site visit.

Current Issue Log – Felton asked about inserting a “Next Steps” column. Branscombe said that he could do it.

American Legion lease & insurance policy – We have received a copy of the insurance policy and legal has looked at the lease. All set.

PRIME goals – Branscombe explained what still has to be done so that we will get a discount on our Property & Liability insurance. All employees will need to take a harassment class. The Safety manual also needs to be updated. Felton asked how to find out what seminars and training sessions are available. Branscombe said that information is available on Primex’s website and also on a poster at the town office.

Asbestos in the Town Hall – Branscombe reported that he is waiting for the contractor to get back to him regarding the stairs at the town office. The Police Department floor will be re-tiled because none of the tiles are broken. We'll have to wait for next year's budget to do it.

Booster Club Inspection – Branscombe said there were a few housekeeping items, but otherwise all set.

Town Ordinances – Branscombe mentioned what a wonderful job Patsy has been doing on them. She will be at the next meeting on June 1.

Ashland Properties – The barrels that are there have been put in a containment area by DES. There is some equipment that is being stored there. No work should be done there because no permits have been taken out. The Board said that Code Enforcement needs to go with the Fire Chief for an inspection.

NEW BUSINESS

Draft Audit – Branscombe asked that the Representation Letter from the auditors be signed. Felton about the beginning and ending balances not being the same, wasn't sure why. Discrepancy in other lines. Asked Branscombe to check on this. The Board would like those questions addressed before they sign the letter. Felton also mentioned that we should consider other auditors next year.

Health Insurance – Consensus of the Board is to go with the plan that is similar to the one that we have now but the deductibles are higher and copays also. In order to change the plan 75% of the employees need to agree. HealthTrust has said that if an agreement can be reached with Union later in the year, then it could be a special circumstance and can be changed.

Transportation Advisory Committee – The Board received a letter from David Toth regarding forming a committee. The Chairman asked Mr. Toth to explain what the committee would be doing. Mr. Toth explained that Eli Badger and he are on the regional committee. He talked about Main Street in Concord and the work that's been done in Moultonboro. He said that we need an overall plan, not to just re-do but to engineer. We'll be more likely to get grants if we have an overall plan. Mr. Toth will be on the committee as will Eli Badger. Leigh Sharps will be on the committee as well as someone from the CIP, Water & Sewer Commission, Tim Paquette, Paul Branscombe, Economic Development, Conservation Commission, and business owners. The sidewalks are critical.

Heritage Commission – Sharps said she didn't have anything to report, but is attending a meeting tomorrow at 6PM at the Whipple House.

SELECTBOARD ITEMS

Initiating mid-year performance review for Town Administrator – Newton will email the info to the rest of the Board. Will discuss at the June 1st meeting.

Advertising/BOS Column in Record Enterprise - Sharps suggested that the Board should consider printing highlights from the meeting and what is going on in the town. The Board thought that it would be duplicating David Ruell's column.

Table Drapes – Sharps went to a meeting in Meredith and saw that they had a skirt around the tables and that it looked very professional. She did some research and one skirt would cost about \$127. Preston was not in favor because the budget is so tight this year. He said it was a frivolous expense. The Board agreed to look at it next year.

DeWolfe received a letter from Sandra Coleman who would like to be considered to be a Scribner Trustee. The Chairman thought that Fred Salvoni had not been appointed yet. He asked Branscombe to look into this. Preston mentioned that Mark Liebert would like to be a Memorial Park Trustee. DeWolfe motioned to appoint Mr. Liebert to be a Memorial Park Trustee. Felton seconded. All in favor 5-0. DeWolfe mentioned that the Board will appoint a Scribner Trustee at the next meeting.

DeWolfe said that he is meeting with Roger LaRochelle from the Squam Lakes Conservation Commission to discuss a piece of land on Highland Street.

DeWolfe mentioned that the EID grant is due June 16th. The Board feels that this grant for \$250,000 is worth the conversation. The proposal needs to be professional. The town qualifies as far as the eligibility is concerned.

The Garden Club is finishing up Flag Island and in front of the town hall.

There are 65 banners that will be going up this week. The Electric Commissioner voted to purchase flags.

The Board signed the property tax warrant (both copies).

Branscombe asked that Board about buying six chairs for the conference room at \$89 each. The Board was in favor.

There being no other business, Preston moved to adjourn at 8:20 PM. Newton seconded. All in favor.

Respectfully submitted,

Patricia Crowell
5-20-15