

**ASHLAND BOARD OF SELECTMEN MEETING  
MONDAY, JUNE 1, 2015  
ELEMENTARY SCHOOL LIBRARY**

**MINUTES**

Chairman DeWolfe called the meeting to order at 7:01 PM with a roll call. Fran Newton, Steve Felton, Normand DeWolfe, Phil Preston. Leigh Sharps absent without notice.

Others Present: Town Administrator Paul Branscombe and Pat Crowell.

**Tamar Roberts**, our auditor from Roberts & Greene, gave each Board member a copy of the 2014 Audit. She answered several questions that the Board had and also said that she gave the Town Administrator a contract for the next three years.

**MINUTES**

May 4, 2015 – Preston moved to approve the minutes as written. Felton seconded. All in favor. 4-0

May 18, 2015 – Newton moved to approve with correction. Felton seconded. All in favor. 4-0

**SIGNATURE FILE:** DeWolfe explained the items in the signature file. One of the items in the signature file was a Personnel Action Form from the Police Department to hire Don Marren back as a part-time police officer. DeWolfe took a moment to thank Don Marren for his 20+ years of service to the Town. Chief Randall said that he will only be used on an as needed basis and will be paid \$16 an hour. The Board agreed and sign the form.

**OLD BUSINESS**

Town Ordinances - Patsy Tucker gave each Board member a copy of the ordinances that she has been working on. She explained that there are four actions that the board need to consider. They are: Some are correct and the Board needs to adopt them, Some need a public hearing, Some need further review, and Some need to go to Town Meeting. The Board will need to review the packet. She said that she will continue to work on what is left. Newton thanked her for all the work that she has done and will continue to do.

Amend Motion regarding Campsite Contract – Preston moved to amend motion to state the all site fees and Ashland campsite property tax be paid. Newton seconded. All in favor. 4-0

Current Issue Log – Newton asked about Sharepoint. Branscombe said that the office is using Town Hall Docs to share files. The Calendar is updated in Sharepoint. Felton asked about Land Use Review. Newton said that needed to be updated to say that the Land Use Board doesn't meet as previously scheduled, they meet monthly at the Town Hall and that the board will meet with Bob Flanders on Thursday morning briefly. Preston would like to add the fire escape at the Town Office Building to the list. The Board said that the Code Enforcement officer, Bob Flanders, needs to visit the Scott Heath property and follow-up with the Board. Other issues that need to be looked at include

the tiles and the asbestos as the town office, when will the Harassment class be scheduled for, and what is the status of the Beach Sand Replenishment.

White Rocks on Owl Brook Road – The Board visited last week. Felton said that the rocks are further back than last year. Preston commented that the road seems narrower. The Board felt that this is a temporary solution and acceptable for the time being.

Grant for HEAL garden – Newton announced that the Community Garden has received a \$5000 grant from Harvard Pilgrim. DeWolfe motioned to accept the grant. Newton seconded. All in favor. 4-0

### **NEW BUSINESS**

Health Trust Agreement – Each section needs to be signed. DeWolfe signed to authorize that Branscombe can sign each section.

Fire Dept. Heating/Cooling – The Fire Department is the cooling station for the Town. Chief Heath said that he contacted Excel Mechanical and Burt Sutcliffe. He has the money in his budget and Sutcliffe is less expensive and will give a \$600 rebate. Newton moved to allow Heath to get the wall mounted unit for \$2940 which includes the rebate. DeWolfe seconded. All in favor. 4-0

Fire Department Wage Scale – DeWolfe asked Chief Heath to explain the increases. He explained that this was set up in 2007 by former chief Brad Ober. There are step and grade levels which he explained. The Board felt that giving increases to the Fire Department was not treating all town employees equally. They said that at this moment in time they would not agree to the increases.

### **TOWN ADMINISTRATORS REPORT**

Branscombe reported on what has transpired over the last month. At the end of his report he said that he is formally giving a 90 day notice in accordance with his contract.

DeWolfe read the letter from Branscombe giving his notice. Newton moved to accept the resignation. Preston added with regret. Felton seconded. All in favor. 4-0

### **SELECTBOARD ITEMS**

Committee appointment/reappointment process – Newton questioned automatic appointments and said that it should be a Board decision. Branscombe showed the Board the appointment at issue is Salvoni. He said that the Board had signed off on the appointment. He also showed the Board several appointments that the people have not come in to sign and be sworn in. DeWolfe mentioned that the letter from Sandra Coleman was dated May 3<sup>rd</sup>. Going forward the positions will be announced and the Selectboard will have the responsibility to make appointments. The existing appointments that have not been signed will be asked to come in and sign by June 30<sup>th</sup>.

DeWolfe asked about the inspection at Buskey's. Branscombe said that Bob Flanders in doing that next Tuesday at 9 AM.

Fran Wendelboe spoke to the Board regarding tenant parking on Mechanic Street. She mentioned that the Warrant Article was ignored by the Board because the advice of the Town Attorney. She asked where are the resident supposed to park with the Town Hall parking lot closed to overnight parking in

the Winter months. The Board was sympathetic but DeWolfe said that it was burdensome for the town to clear the lot with all the parked vehicles. After much discussion the Board will further review.

Sandra Coleman asked about the audit in the town report. She said that it was unaudited. Felton explained that it was not this year's audit but the previous year. She also said that why are they not giving raises to the Fire Department, when the non-union employees got raises? The Board told her that no one got raises.

There being no other business, **Newton moved to go into Non-Public Pursuant to RSA 91-A:3,II (c) at 8:55 PM.** Felton seconded. All in favor. 4-0 **Roll Call Vote:** DeWolfe, yes; Felton, yes; Preston, yes; Newton, yes. Branscombe also present. The Park and Rec Dept. was discussed. It was decided to have Jim Gleich come to the next meeting on June 15<sup>th</sup> to discuss his department. Newton moved to leave non-public session at 9:25 PM. Felton seconded. All in favor. 4-0

**Newton moved to go into Non-Public Pursuant to RSA 91-A:3 II (c) at 9:26 PM.** Felton seconded. All in favor. 4-0 **Roll Call Vote:** DeWolfe, yes; Felton, yes; Preston, yes; Newton, yes. Branscombe also present. The Board discussed Branscombe's resignation and plan for replacement. No action taken. Newton moved to leave non-public session at 9:42 PM. Felton seconded. All in favor. 4-0

Respectfully submitted,

Patricia Crowell  
6-3-15