

**ASHLAND BOARD OF SELECTMEN WORKSESSION  
MONDAY, JUNE 15, 2015  
ELEMENTARY SCHOOL LIBRARY**

**MINUTES**

Chairman DeWolfe called the meeting to order at 7:00 PM with a roll call. Steve Felton, Fran Newton, Norm DeWolfe. Phil Preston will be a little late. Leigh Sharps absent with notice.

Others Present: Town Administrator Paul Branscombe and Pat Crowell.

Roger Larochelle, Squam Lakes Conservation Society, not here yet so the Chairman went on to Old Business.

**OLD BUSINESS**

**Town Ordinances** – Newton thanked Patsy Tucker for all the hard work that she has done working on the ordinances. Branscombe explained that the Board needs to review and approve these.

**#2 – Dogs and other domestic animals pertaining to ballfield and town beach.** Newton moved that this ordinance has been reviewed and approved on 6-15-15. Felton seconded. All in favor 3-0

**#4 – No smoking on Town Beach.** Newton moved that this ordinance has been reviewed and approved on 6-15-15. Felton seconded. All in favor 3-0

**#11 – Ponies or Horses** - Newton moved that this ordinance has been reviewed and approved on 6-15-15. Felton seconded. All in favor 3-0

**#13 – School Zone.** Newton moved that this ordinance has been reviewed and approved on 6-15-15. Felton seconded. All in favor 3-0

**#14 – Snow Obstruction and Snow Removal.** Newton moved that this ordinance has been reviewed and approved on 6-15-15. Felton seconded. All in favor 3-0

**#19 – Loitering and Littering** - Newton moved that this ordinance has been reviewed and approved on 6-15-15. Felton seconded. All in favor 3-0

The Chairman stated that these ordinances are available at the town office if anyone would like to see them. He also said that the others are continued to the next worksession.

The Chairman then introduced Roger Larochelle, Executive Director of the Squam Lakes Conservation Society and Frank Stevens, chair of the land committee. Mr. Larochelle explained that they are in the process of buying 414 acres on Highland Street. New England Forestry will be the owner. The land will be for public use for hiking, snow shoeing, ATV's, etc. and will be an asset to the town. There will be a meeting at the school on Thursday, June 25<sup>th</sup>, at 7 PM for residents and anyone else interested in learning more about Whitten Woods. After some discussion, DeWolfe asked about taxes on the property. Mr. Larochelle explained that the land would be in current use and would be paying taxes on it. The chairman said that the Board endorses the project.

Phil Preston joined the meeting at 7:20 PM.

**Current Issue Log** – Newton asked about a “Cease & Desist” order regarding Scott Heath’s property. Branscombe stated that the Building Inspector has not yet done that. Felton asked about the asbestos on the town hall stairs. Branscombe mentioned that he has not heard from the contractors.

**Town Finances** – The Chairman handed out his monthly report to the Board. Expenditures for the year are about 39% so far. If this keeps going, by the end of the year we will spend about 98% of budget. A few lines in the budget are of concern, but have been explained.

**Parking on Parkway and at the Town office** - Branscombe said that Ms. Wendelboe has received some of the information that was requested. We can’t give her some of that information because of Attorney/ Client privilege. The Town Hall parking area will have signs posted. More research needs to be done about parking on Parkway.

**Town Beach Opening** – Gleich explained that the beach has been opened since Friday and is open from eleven to five. So far everything is running smoothly. Beach passes may be purchased at the town office or at the beach. Signs are still up regarding lifeguards or no lifeguards. Gleich asked the Board to consider paying for the students to go to training and then requiring that they work for us for two years. Gleich also asked about the concession stand and if he can purchase snacks this year. He explained that the concession stands pays for itself. The Board said to purchase snacks.

**GIS tax map update** – Felton gave the Board an updated agreement. Preston moved to approve the new contract and allow the Chairman to sign. Newton seconded. All in favor 4-0. Michelle Roberts would like to come in during the week of June 22 to update the staff. She will also do a presentation sometime in September.

**Committee/Board vacancies** - DeWolfe wanted to keep the public informed as to what the vacancies there are.

**Conservation Commission** needs 2 regular members.

3 alternate members **Planning Board**.

**ZBA** needs 1 full time and 2 alternates.

**CIP Committee** needs 1 full-time.

**Economic Development** – 3 Full time needed

**Heritage commission** – Still in formation stage

#### **Ashland Transportation Advisory Committee**

**David Toth** – Felton moved to appoint David Toth. DeWolfe seconded. All in favor 4-0-1 Newton abstained because Toth is her husband.

**Carol Fucarile** – Newton moved to appoint. Felton seconded. All in favor 5-0

**Eli Badger** – Felton moved to approve. DeWolfe seconded. All in favor 5-0

**Timothy Paquette** – Newton moved to approve. Felton seconded. All in favor 5-0

**Leigh Sharps** – Newton moved to approve. Felton seconded. All in favor 5-0

**Fran Newton** – Felton moved to approve. DeWolfe seconded. All in favor 4-0-1

The Chairman asked David Toth what the committee is recommending. He said that the sidewalk from the Common Man Restaurant to School Street should be engineered this year and done next year. He compared us with Bristol and feels that the sidewalk is critical to economic development. The retaining walls may have to be replaced at the owner’s expense. The town will need to do an

RFP for engineering study. Will need to involve the Water & Sewer Department. The Appointments need to have an expiration date on them. DeWolfe moved to add June 15, 2018 to each appointment for the Transportation Advisory Committee. Newton seconded. Preston abstained. All in favor 4-0-1.

## **NEW BUSINESS**

The Chairman stated that instead of having a discussion with Tim Paquette regarding due diligence and other topics, Felton will meet with Paquette and inform the Board.

**Septage Agreement** – Branscombe gave the Chairman the agreement to sign. The Chairman asked why are we agreeing to this? Last year we asked if Plymouth would reciprocate and they said no. The Chairman asked the Board if they would agree to send this to the Water & Sewer Dept for payment. Felton moved to not pay the \$150 and give the agreement to Water & Sewer. DeWolfe seconded. All in favor 4-0.

**Town Administrator Recruitment** – Newton said that the job description needs some tweeking. The Chairman said that he had requested a job description from the town office and got a different one. The Board like that one better. After some discussion, it was decided that Branscombe will change a few areas of the description and send it to the Board before he sends it to the Record Enterprise, The Laconia Sun, NHMA, and our website. When the resumes are received the Board will post a meeting to look at them. The Board said that MRI was not needed at this time.

**Paving on Moo Corners** – The Chairman said that a week ago on 6/4/15 he received an email from an individual asking about paving at Moo Corners. They questioned why and asking if this was private property. Asked Tim Paquette to explain. He said that it was a 15 X 20 ft patch of paving to fix the approach to the bridge. The Chairman said that this may not be a town road. Paquette said that for the past 60 years or so the town has maintained it. DeWolfe said that the Board was concerned because they had no knowledge of what was going on and Branscombe was not notified either. Paquette asked the Board what projects they need to be informed of. The Board would like to be informed of controversial or hot button items. The Chairman said that they haven't received a daily log activity in months.

**Road Markings on North Ashland Road** – The Chairman received an inquiry from Sandra Coleman regarding putting surface markings on the road because it is very dark at night and a safety issue. Paquette said that the town does not have the equipment to do lines on the roads. The Chairman, who lives on North Ashland Road, said that it might not be needed all the way on the road but only on a few places such as an "S" section of the roadway. Paquette will call the state and other towns. The Board said at this time the town can't do this, but maybe someday will put it in the budget.

**Audit Services 2015/16/17** – The town has received a contract for the next three years from Roberts and Greene, our current auditor. There is no deadline to sign so the Board decided to get RFP's for audit services. The Board also wants to develop and RFP for legal services.

**Adoption of Policies** – PRIMEX suggested that we revise our Personnel Policy and Safety Manuals to include these policies. Preston had some questions about the wording in the Harassment Policy but since PRIMEX had referred and legal has signed off on it, the Board decided to keep it as it is.

**Harassment Policy** – Newton moved to adopt. DeWolfe seconded. All in favor 4-0

**Temporary Alternate Duty** – Newton moved to adopt. Felton seconded. All in favor 4-0

**Slips, Trips, and Falls** – Newton moved to adopt. Felton seconded. All in favor 4-0

## **SELECTBOARD ITEMS**

DeWolfe moved to amend Fred Salvoni appointment to expiration date of 2017. Newton seconded. All in favor 4-0

Felton moved to authorize the Police Department to collect fees for dog licenses per RSA. Newton seconded. All in favor 4-0

There being no other business, **DeWolfe moved to go into Non-Public Pursuant to RSA 91-A:3,II (c) at 9:08 PM.** Felton seconded. All in favor. 4-0 **Roll Call Vote:** DeWolfe, yes; Felton, yes; Preston, yes; Newton, yes. Jim Gleich and Paul Branscombe also present. The Park and Rec Dept. was discussed and future goals. Gleich's involvement as Director was also discussed. No action was taken. DeWolfe moved to leave non-public session at 10:21 PM. Newton seconded. All in favor. 4-0

Respectfully Submitted,

Patricia Crowell  
6-16-15

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