

**ASHLAND BOARD OF SELECTMEN WORKSESSION
MONDAY, OCTOBER 19, 2015
ELEMENTARY SCHOOL LIBRARY**

MINUTES

Chairman DeWolfe called the meeting to order at 6:30 PM with a roll call. Steve Felton, Leigh Sharps, Fran Newton, Normand DeWolfe. Phil Preston came in later.

Others Present: Town Administrator Heather Thibodeau and Pat Crowell

The Board signed the items that were in the **Signature File**. DeWolfe had questions about a special request for vacation (1 week) after six months. Some discussion regarding this but the Board did sign it.

Current Issue Log - The Chairman said that the Town has been granted the permit to replenish the beach sand. Felton asked about the fire escape at the Town Office. TA Thibodeau said that Fire Chief Heath is working on this.

Financial Review - The Chairman explained that we have only spent 69.3% of the budget through the end of September. He said that the expenses for October, November, and December are the highest for the year. He mentioned that 2 of the three factors for setting the tax rate have been submitted and we should hear soon from DRA. Thibodeau asked the board about the undesignated fund balance. The Board answered that they can't answer that question as yet.

North Ashland Road – DeWolfe read a letter received from LRPC regarding asking the State to take over the road. There are safety factors involved and the Board will continue to explore these. David Toth said that we should start with a safety assessment, which can be done at no charge.

Smith Hill visit by BOS – DeWolfe reviewed the reason for the visit. David Fucarile said that they are researching contractors to install culvert. Preston said that they should be prepared for questions regarding doing any work on private property. He feels that we need legal advice. Newton said that the road has serious issues that need to be addressed. After much discussion, the Board decided that the road should be engineered. Sharps motioned to hire an engineer to research the drainage on the lower part of Smith Hill Road as part of the overall plan. DeWolfe seconded. All in favor.

River Street – The Chairman said that he has received a concern about River Street. It was recently paved and there are three or four manhole covers that are too low. Eli Badger said that the Water/Sewer Department didn't know in advance that the road was going to be done. He said that Rusty Cross told him that he had to raise everything. The Chairman asked the Board to take a ride and give their opinion. Dave Toth said that possible the collars hadn't been installed.

NEW BUSINESS

Groundwater Source Grant support – Dave Toth asked the Board to write letter to DES in support of the grant application. The grant is for \$20,000 at no cost to the town or rate payers. Toth will provide template for letter and email to Thibodeau and to Health Officer Newton.

Scenic Road Tree Cutting – There are some dead trees on Owl Brook Road and the Conservation Commission has agreed that they need to come down. Newton moved to allow the Electric Department to take down the trees. Sharps seconded. All in favor.

RFP for Audit Services – DeWolfe asked where we were at in the process? Newton said that she will distribute the template to get more information from the town office. This needs to be done ASAP.

RFP Bid Opening for Legal – Felton opened them. They are: Mitchell Municipal, Drummond, Woodsum, Boutin & Altieri, and Soule, Leslie, Kidder, Sayward & Loughman. The Board asked the Town Administrator to go through them and make comparisons so that they can go over them for Wednesday morning.

Warrant Article prep for 2016 – DeWolfe reminded the Board that the last day to post warrant articles is January 25, 2016.

TA updates:

Thibodeau mentioned that there is a meeting with Eversource on November 10 at 10AM at the Fire Station. She gave a summary report to the Board. Meeting will have to be posted. Steve Heath has given her a letter in regard to a residence on Thompson Street. Thibodeau would like to start sending out info-blasts again and has contacted CCS.

There being no other business, **Preston moved to go into Non-Public Pursuant to RSA 91-A:3,II (a) at 7:30 PM.** Newton seconded. All in favor 5-0 **Roll Call Vote:** DeWolfe, yes; Felton, yes; Preston, yes; Newton, yes; Sharps, yes.

Respectfully Submitted,

Patricia Crowell
10-21-15