Town Administrator

Memo

To: Board of Selectmen
From: Paul Branscombe
Cc: Pat Crowell, File
Date: October 6, 2014
Subject: Town Administrator`s Report

September saw the Town Office and the Department Heads continue with the 2015 budget process in an effort to finalize by the end of the month.

There was a winning bid for the campground trailer and now the Town Office is working with legal to attempt to recoup some of the unpaid fees and taxes from the previous owner.

Representatives from Utility Partners came to Ashland on September 9th to review the PWD rolling stock with a view to putting a price tag on our equipment. This is part of an overall plan to ascertain if Outsourcing makes sense for the future.

Last month it was mentioned that part of the Mill complex known as Ashland Properties owned by Mr. Scott Heath of Pembroke, NH has been deemed unsafe and windows and doors should be boarded up on this vacant property. The BOS did communicate this to Mr. Heath via the Sheriff s Department in a letter ordering him to comply by RSA to take corrective measures. The Board gave Mr. Heath 30 days to comply so a follow up is now required.

As was mentioned last month, a petition signed by 12 residents on Owl Brook Road was submitted to the Town Office asking the BOS to consider reducing the speed limit on the scenic part of the road from 25 to 15 mph. The Town Administrator wrote to the orchestrator of the petition stating that by RSA the request cannot be met.

The recommendations in the Primex safety report have been acknowledged by the various departments and corrective measures have been carried out where applicable. The Town Administrator has until the end of this month to get back to Primex with a full report and make comments on any incomplete item.

The Town Administrator drafted a letter to the Community Recreation Specialist at the Parks & Recreation Division of NHDRED informing him that for safety reasons and by recommendation of the Town`s Insurance Carrier the raft at the beach be removed and therefore the BOS requested that this be deemed obsolete. Our P&R and PW Directors are working on cleaning up the area by the river at the Mechanic Street Parking lot aka the 'River Walk.' Repairs will have to be carried out to the fence. All of the above is in accordance with the report from the Division of P&R in their 5 year routine inspection of projects funded by fed/state funds given to the Town of Ashland in 1974.

It was reported to the BOS that NH Electric Co-op is offering re-bate programs and the Town Administrator had invited an Electrician to review the lights in our Town buildings with a view to writing up an estimate for a project to submit to NH Electric Co-op which hopefully would meet their cost benefit analysis whereby Ashland could be awarded the appropriate rebate. The Town Office, PD and the FD were viewed on September 24th and the other buildings will be completed shortly. Also the TA has made contact with an individual who is coming to conduct a free audit/give estimate for the weatherization opportunities in the Town Hall.

The Town Administrator is working with the folks at the Community Development Finance Authority (CDFA) as respects the ADA improvements to the Town Hall which would be an eligible expense for CDBG funds.

Chief Randall reported that the month of September saw a decrease in the volume of calls and motor vehicle related incidents for the department. Total number of arrests, warrants and traffic citations/warnings were 187down from 238. Chief Randall would like to thank the organizers of the Circle Triathlon and the Town Yard Wide Sale for all their support to the PD to keep these annual events as safe as possible. On September 27th the PD was part of the DEA drug take back initiative with 4lbs of drugs recovered .For those who missed this date unwanted or unused drugs can be dropped off at the Plymouth PD which now has a DEA drop box available all year. Chief Randall wishes to remind the public of two telephone scams namely, the green dot card and an IRS scam.

Fire Chief Heath has informed the TA that the FD responded to 37 emergency calls in September. 24 were medical, 7 were fire, 2 were motor vehicle accidents and 4 were service calls. FD training involved aerial and ground ladder operations and a roll-out of the new' I am Responding' program that the FD are using on a trial basis. With this program the FD will be able to know immediately if they have a full crew on the way or if they need to page additional personnel. They are also able to notify personnel of important events, such as a piece of equipment being out of service or any road closures. EMS training for September was a review of respiratory emergency protocols. The FD also participated in a Mutual Aid water supply drill held in Plymouth. During the month the FD boilers were cleaned and serviced and the Fire Chief received quotes for making various plumbing and lighting improvements in the Station. Now that the Chief has extended hours he is able to inspect assembly occupancies and the FD is beginning to inspect apartments and other rental properties. They have also completed a number of gas heater, woodstove and furnace inspections.

The Parks & Recreation Director reported that the Camp Ground is at full capacity and running smoothly and will be closing on the Tuesday after Columbus Day.
The After School Program is going well and there are 15 children registered with an average attendance of between 12-15 children each day. The last movie in the park, entitled 'Muppet Most Wanted' was attended by approx. 75 people demonstrating that these Movies in the Park are well supported by the community. The "Kids Night Out" program returns on Friday October 17th from 6pm to 9pm at a cost of $5 per child. The first event will be the 'Halloween Party.' To register please call the P&R Director at 968-9209.

September was another busy month for our PWD; Cutting brush on Owl Brook and Peppercorn Roads, removing the handicap ramp at the beach, setting up the voting booths at the School Gymnasium, watering the ball field, sweeping main street, ditch work on Thompson Street and putting down gravel on Sanborn Road. The Public Works Director should be applauded for his involvement in discussions with the NHDOT bridge inspectors and engineers.

The Ashland manifest totals are as follows: Payroll & Payroll taxes $20,878.12, Accounts Payable $140,074.71, Welfare $0. The Treasurer reported that at the end of the day today our bank balance was $1,129,620.94

Thank you.

Respectfully submitted