

TOWN OF THORNTON BOARD OF SELECTMEN MEETING MINUTES

Meeting Date: January 9, 2013

APPROVED

The Board of Selectmen met and held a public meeting on Wednesday, January 9, 2013 5:00 p.m. at the Thornton Town Hall.

5:00 p.m. Chairman Burbank opened the meeting with the flag salute and began the work session.

Board Members present: Alfred (Butch) Burbank, Roy Sabourn, Brad Benton, Steve Morton and Marianne Peabody.

Staff present: Tammie Beaulieu, Town Administrator, Jessi Fleury, Board Secretary

Payroll Manifest

5:23 p.m. Selectman Sabourn motioned to accept the payroll manifest in the amount of \$26,006.60 for check date 1-11-13. Steve Morton seconded. Motion passed 4-0-1. Selectman Benton abstained.

Vendor Manifest

****Motion****

5:24 p.m. Selectman Sabourn motioned to approve the vendor manifest for Ossipee Mountain Electronics for police department vehicle expenses for check date 1-11-13 in the amount of \$7,261.60. Steve Morton seconded. Motion passed 4-0-1. Selectman Benton abstained.

****Motion****

5:25 p.m. Selectman Sabourn motioned to approve the vendor manifest for check date 1-11-13 in the amount of \$283,812.74. Steve Morton seconded. Motion passed 4-0-1. Selectman Benton abstained.

Approval of Meeting Minutes

****Motion****

5:27 p.m. Selectman Sabourn motioned to accept the non-public meeting minutes of 2-8-12 as submitted. Seconded by Selectman Benton. Motion passed 3-0-2. Selectwoman Peabody and Selectman Morton abstained.

****Motion****

5:28 p.m. Selectman Sabourn motioned to accept the non-public meeting minutes of 3-7-12 as submitted. Seconded by Selectman Benton. Motion passed 3-0-2. Selectwoman Peabody and Selectman Morton abstained.

****Motion****

5:30 p.m. Selectman Sabourn motioned to approve the public minutes of 7-30-12 as submitted. Selectwoman Peabody seconded. Motion passed 3-0-2. Selectman Benton and Selectman Morton abstained.

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****Motion****

5:31 p.m. Selectman Sabourn motioned to approve the public minutes of 12-12-12 as amended. Selectman Morton seconded. Motion passed 5-0.

****Motion****

5:32 p.m. Selectman Morton motioned to approve the minutes of 12-19-12 as amended. Seconded by Selectwoman Peabody. Motion passed 3-0-2. Chairman Burbank and Selectman Sabourn abstained.

****Motion****

5:33 p.m. Selectman Benton motioned to approve the public minutes of 12-26-12 as amended. Seconded by Selectwoman Peabody. Motion passed 4-0-1. Selectman Morton abstained.

****Motion****

5:34 p.m. Selectman Sabourn motioned to approve the non-public minutes of 12-26-12 as submitted. Selectman Benton seconded. Motion passed 4-0-1 Selectman Morton abstained.

Notice of Intent to cut

****Motion****

5:34 p.m. Selectman Morton motioned to accept the intent to cut for Carol Myers for PID 16/24-03 on Mad River Road. Selectman Benton seconded. Motion passed 5-0.

Plymouth State Letter

The board reviewed a letter from Plymouth State University would like to offer the town the opportunity to purchase a piece of property that they have acquired in Thornton, which the University would sell at the appraised value. After discussion, the board agreed that there is no reason the town would want to purchase the property. The board agreed to send a response letter indicating that they are not interested in purchasing this property.

Millbrook Breach Update

Selectman Morton informed the board that he was made aware of the Mill Brook flooding through the breach in the dike and flowing across Haselton Road during the Christmas holiday even though there was only a small amount of rainfall. Mr. Morton explained that he has sent a letter to Jeffrey Blecharczyk, Compliance Inspector at NHDES requesting permission for the town to do some temporary work to prevent additional flooding until a more permanent solution can be made. After discussion, the board agreed that the trees should be removed. The board also agreed that the town should receive written permission from the landowner to access the brook through his property so that they can pull the trees out of the brook. Selectman Morton stated that this can be done as long as the equipment is not in the riverbed. The board agreed that Jim Demeritt should speak to the property owner and ask him to contact the town hall to

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provide permission for the town to access the brook and to confirm that the trees would be left as they belong to the property owner.

Action Folder

Withdrawal Request from Trustees of Trust Funds

****Motion****

5:40 p.m. Selectman Benton motioned to approve the request to the Trustees of Trust Funds for withdrawal of \$475.67 from the Landfill Closure and Monitoring capital reserve fund for 2012 landfill monitoring tasks. Seconded by Selectwoman Peabody. Motion passed 5-0.

Avitar – Terra Map Division/ Map Maintenance Renewal Agreement

The board reviewed the agreement and after discussion agreed to select option B, the hourly option.

****Motion****

5:44 p.m. Burbank motioned to accept renewal agreement with Avitar and to choose option B to include changes at \$80 per hour plus \$6/11x17 replacement sheets and \$12/24/36 replacement sheets plus \$25 setup, format & shipping. Selectman Morton seconded. Motion passed 5-0.

Letter of Deficiency for Goose Hollow Campground

Chairman Burbank read a letter received from NHDES explaining a public water deficiency for Goose Hollow Campground and he asked that the health officer follow up on this letter. Ms. Beaulieu agreed to make sure that follow-up action gets completed for this issue.

Signature File:

The board signed the following items:

- Letter to Maura Carroll, NHLGC regarding the contribution holiday refund
- Appointment form for Dennis Day, ZBA although this was done previously, the town clerk has requested a new form for record keeping purposes.

Town Administrator Report

Timber yield tax

Ms. Beaulieu informed the board that the timber yield tax procedures have changed. Ms. Beaulieu provided copies of the new changes for the board members.

Ballot Clerk Needs

Ms. Beaulieu informed the board that an advertisement was placed for ballot clerk positions. There has been no interest received yet.

Casella Contract

Ms. Beaulieu informed the board that she has been emailing with Mike Viana from Casella regarding the Casella transport agreements with the transfer station. Mr. Viana

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has offered to do a quick presentation at the joint meeting with Campton to explain the contract terms. The board agreed that this is important and would like the meeting.

2012 Warrant - Article 20

Ms. Beaulieu asked for clarification as to the outcome of Article 20 from the 2012 warrant. After discussion, the board agreed that this article was defeated at town meeting and no further action is needed.

Agenda Items

6:00 PM Emergency Management 2013 Budget

Chief Moller presented the 2013 emergency management budget. After discussion, the board agreed with the budget.

6:15 Town Administrator – 2013 Budget

Ms. Beaulieu presented the town administrator budget and explained last year's budget compared to this year's budget. The board agreed to remove the expense for Lexis NH RSA Index books and asked that the Town Administrator verify if these books are available at the Library. The board discussed the maintenance and cleaning needs of the town hall and agreed that changes are needed. The board agreed that health agencies requesting donations should provide a formal request letter. Ms. Beaulieu agreed to contact Plymouth Regional Clinic since the town supported the program last year and they have not submitted a donation request for 2013.

The board discussed the capital reserve accounts with Giff Kriebel and the projected cost for the town building renovations. The board reviewed estimates from Alba Architects in the amount of \$230,358 for phase 1 and \$365,192 for phase II. Alba Architects indicated their cost analysis estimates are on the high end and actual costs should come in lower when the project is put out for bid. The board discussed bonding the entire project and having bond hearings to determine what the voters want. The board agreed that they would include these items as warrant articles as it is more cost effective for the town to move forward with the whole project at one time rather than completing it in phases. Ms. Beaulieu will discuss the idea with DRA to receive feedback on wording for the warrant articles.

The board discussed public hearing dates for the bond hearings. After discussion the board agreed to hold the public hearing dates and agreed to hold the first bond hearing on January 23 following the regularly scheduled selectmen's meeting and the second bond hearing will be scheduled for February 6, 2012 following the budget hearing at 7:00 p.m.

****Motion****

8:30 p.m. Selectman Sabourn motioned to enter non-public session pursuant to RSA 91-A: 3, II (a,c). Seconded by Selectwoman Peabody. Roll call, Chairman Burbank - yes, Roy Sabourn - yes, Brad Benton - yes, Steve Morton – yes, Marianne Peabody - yes. Motion passed 5-0.

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****Motion****

9:40 p.m. Selectman Benton motioned to exit non-public session. Selectwoman Peabody seconded. Motion passed 5-0.

****Motion****

9:43 p.m. Selectman Sabourn motioned to approve the non-public welfare manifest in the amount of \$983.00 for check dated 1/12/13. Motion passed 4-0-1. Selectwoman Peabody abstained.

Letter of Resignation – Trustee of Trust Funds

****Motion****

9:44 p.m. Selectman Sabourn motioned to regretfully accept the resignation of Rebecca Farnsworth from the Trustee of Trust Funds position effective March 2013. Seconded by Selectman Benton. Motion passed 5-0.

Draft 2013 Warrant Articles

The board agreed that they do not have any additional warrant articles that would be different than the capital reserve articles.

The board agreed to include the petitioned warrant article submitted from Alezis Eynon relative to the Northern Pass. NHMA has indicated to Marianne Peabody that the town does not have to hold public hearing. The board agreed that they would not hold a public hearing for this petitioned article.

Grants – Police Department

****Motion****

9:47 p.m. Selectman Morton motioned to accept the Police Department radio grant increase from Department of Safety in the amount of \$292.50. Seconded by Selectman Benton. Motion passed 5-0.

****Motion****

9:47 p.m. Selectman Morton motioned to approve a new Police Department radio grant approved from the Department of Safety in the amount of \$3,537.84. Seconded by Selectman Benton. Motion passed 5-0.

Highway Department- Road Agent Kubik

Road Agent Kubik met with the selectmen to discuss the previous procedure or guidelines that are in place regarding winter plowing policy. The board reviewed the current inclement weather policy. Selectman Benton stated that in his experience as a snow plow contractor, the previous road agent would call out all the contractors when there were two inches or if the police department informed him that the conditions warrant treatment. The board agreed that their recommendation to Mr. Kubik would be to follow the current policy this year and submit his suggestions for changes after he has some experience with the policy. The board also agreed that the discretion of the

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staffing and contractor hours is the Road Agent's and that he should use his best judgment to keep the road safe and act within his budget.

Ms. Beaulieu asked if the procurement policy would be waived for the cost involved for this year. The board agreed that they would waive the policy this winter season for plowing due to the lack of timing but next year the road agent will have to advertise for winter snow removal contracts so that he is following the procurement policy. The board agreed that they would establish a rate for the road agent to use to advertise for contracts for snow removal next year, with preference given to those that have provided good service in the past.

Public Forum (5 minute session per person)

No public forum.

Board of Selectmen Item Discussions (no public input)

Steve Morton explained to the Road Agent the need to remove the trees in the Mill Brook as discussed previously in the meeting. The road agent agreed and will wait for a call from the Town Administrator confirming that the property owner has provided written permission for the town to access the brook through his property.

****Motion****

10:16 p.m. Selectman Morton motioned to enter non-public session pursuant to RSA 91-A: 3, II (a, b). Seconded by Selectwoman Peabody. Roll call, Chairman Burbank - yes, Roy Sabourn - yes, Brad Benton - yes, Steve Morton - yes, Marianne Peabody - yes. Motion passed 5-0.

****Motion****

10:44 p.m. Selectman Benton motioned to exit non-public session. Selectwoman Peabody seconded. Motion passed 5-0.

****Motion****

10:45 p.m. Selectmen Sabourn motioned to make a conditional employment offer to applicant #3 for the winter/seasonal part time highway department position. Seconded by Selectman Morton. Motion passed 5-0.

****Motion****

10:49 p.m. Selectman Morton motioned to adjourn. Selectwoman Peabody seconded. Motion passed 5-0.

Respectfully submitted,

Jessi Fleury
Board Secretary
Draft posted 1/16/2012