



TOWN OF THORNTON BOARD OF SELECTMEN

Town of Thornton • 16 Merrill Access Road • Thornton NH, 03285 • 603.726.8168

Approved on: 7 10 13
 BOS Initial: BRD
 Rec'd by Town Clerk on: 169/6/13
 Town Clerk Initials: [Signature]

Board of Selectmen Meeting Minutes June 26, 2013

10:00 A.M. Chairman B. Benton opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance.

ROLL CALL: Chairman Brad Benton, Vice-Chairman Roy Sabourn, Steve Morton, and Marianne Peabody.

STAFF PRESENT: Tammie A. Beaulieu, Town Administrator and Jessi Fleury, Board Secretary.

ABSENT: Selectman J. Paul- Hilliard

WORK SESSION: The Board conducted the work session and moved to the agenda items at 11:00 A.M.

T. Beaulieu informed the board that J. Paul-Hilliard called and regretfully could not attend the meeting.

PUBLIC FORUM:

No public comment was received.

11:00 A.M. BID AWARD FOR THE FOLLOWING:

The Board reviewed the bids as received and opened by the Town Administrator and Road Agent as noticed:

| | Cost per Ton Installed | Total Cost |
|---|--|--|
| PAVING BIDS Paving approximately 1,160 feet of town road 21 feet wide. | | |
| GMI Asphalt | Pavement \$88.90 Total: \$33,782.00 Fine grading \$.60 sy Supply & Install hand pave asphalt as required Total \$ 1,624.20 | Total with Grading: \$35,406.20 |
| Rines Paving & Construction LLC 1ST Submission @ Bid Opening | \$85.00 150 tons \$85.00 includes fine grading | \$12,750.00 |
| Corrected Bid faxed 6/21/13 | 380 tons | Total with Grading \$32,300.00 |
| R&D Paving | Pavement \$89.70 384 tons \$900 Grading | Total with Grading: \$34,986.00 |
| Bryant Paving | Pavement \$85.75 Total \$35,585.00 380 tons \$800.00 Grading | The bid was submitted for \$35,585 however the calculation of \$85.75/ton quoted comes to \$32,585 for 380 tons. Total with Grading: \$33,385.00 |

Town Administrator T. Beaulieu explained that the first quote from Rines was erroneously quoted at 150 tons and the bid did not specify if grading was included. At the bid opening, Rines Paving was present and stated that the bid amount did include fine grading and also realized that the bid should have a tonnage amount of 380 rather than 150 tons. A subsequent corrected bid was faxed to reflect the correct amount of tons but still reflected the original amount of \$85 per ton.

J. Kubik requested the Board of Selectmen to make recommendation due to the discrepancies as noted.

MOTION: " To accept the paving bid and award the bid to Rines Paving in the amount of \$32, 300.00".

Motion: R. Sabourn
 Seconded: S. Morton
 Discussion: The board discussed the specifications drafted by Road Agent J. Kubik that were provided to bidding companies.
 Motion Passes: 4 – Yes, 0 – No

TRUCKING RATES Trucking rates for 10 wheelers or Tri-axle dump trucks with a trailer to haul material and move machinery.

| | Tri-axel Dump/Cost per hour | Move Machinery Cost per hour |
|---------------------------------|-----------------------------|------------------------------|
| Rines Paving & Construction LLC | \$72.00 | \$90.00 |

T. Beaulieu confirmed that J. Kubik will keep these rates on file for future use by his department.

MATERIALS Approximately 1600 cubic yards of bank run and 550 cubic yards of 1 ½ crushed bank run

| | 1 ½ stone/ Cost per Cubic Yard | 1½ Crushed Bank Run/Cost per Cubic Yard | 6" minus bank run |
|-------------------------|--------------------------------|---|-------------------|
| Benton Enterprises | \$11.75 | \$8.35 | \$5.25 |
| Woodstock Sand & Gravel | | | \$7.00 |

T. Beaulieu informed the board that Road Agent J. Kubik recommends Board of Selectmen award the materials bid to Benton Enterprise.

MOTION: "To accept and award the material bid to Benton Enterprises in the amount of \$11.75/ton for 1 ½ stone, \$8.35/cy for 1 ½ crushed bank run, and \$5.25 for 6" minus bank run."

Motion: S. Morton
 Seconded: R. Sabourn
 Discussion: None.
 Motion Passes: 4 – Yes, 0 – No

11:15 HIGHWAY F550 EQUIPMENT QUOTES

T. Beaulieu explained that this bid opening was postponed from the last meeting due to no bids being received. The Road Agent met with the Town Administrator on June 21, 2013 to discuss the bids received for the outfitting of the 2012 F550.

| Company | Amount | Comments |
|--|--------------------|--|
| Donovan Equipment Co. Iroquois Brave Series Dump/Hydraulics (\$22,615.00-5,500.00 for plow included in package) | \$17,115.00 | Road Agent prefers this dump body and would like to purchase the plow option from another vendor for \$7,200.00. |
| <i>Plow Package from another vendor</i> | \$7,200.00 | |
| Total | \$24,315.00 | |
| Iroquois Platform Body <i>Plow Package from another vendor</i> | \$12,230.00 | Flatbed only |
| | \$7,200.00 | Plow from another vendor |
| Total | \$19,430.00 | |
| H.P. Fairfield, LLC Dump/Hydraulics | \$17,600.00 | Road Agent does not prefer this dump body but would like to purchase the plow only. |
| <i>Plow Package</i> | \$7,200.00 | <i>Plow</i> |
| Total | \$24,800.00 | |

T. Beaulieu explained that the Road Agent prefers the dump body rather than the flat bed only option. The CIP denotes \$61,787 as a total amount in the 2013 Budget, of which \$38,809 has been allocated for the purchase of the F550, leaving a balance available for outfitting the truck at \$22,978.00.

The Road Agent recommended the above quote of \$24,315.00 and has agreed that he would compensate the additional \$1,337.00 from his budget to fund the purchase for his recommendations of equipment.

MOTION: "To accept the quote from Donovan as recommended by the Road Agent for the Iroquois Brave Series Dump/Hydraulics in the amount of \$17,115.00 and to allow the purchase of Plow Package from H. P. Fairfield LLC or another vendor up to \$7,200."

Motion: S. Morton
 Seconded: R. Sabourn
 Discussion: None.
 Motion Passes: 4 – Yes, 0 – No

MOTION: "To request to withdraw funds from the Highway Vehicle, Equipment & Major Maintenance Capital Reserve Account in the amount of \$38,809 to Irwin Motors for the 2013 Ford F550, \$17,115.00 to Donovan Equipment Co. for the dump body and \$5,863.00 for a plow package from H.P. Fairfield LLC or another vendor for the total amount of request of \$61,787.00."

Motion: R. Sabourn
 Seconded: M. Peabody
 Discussion: None.
 Motion Passes: 4 – Yes, 0 – No

PAYROLL MANIFEST

MOTION: "To accept the payroll manifest dated 6-28-2013 in the amount of \$27,772.53."

Motion: R. Sabourn
 Seconded: M. Peabody
 Discussion: None.
 Motion Passes: 4 – Yes, 0 – No

VENDOR MANIFEST

MOTION: "To accept the vendor manifest dated 6-28-2013 in the amount of \$229,483.04."

Motion: S. Morton
 Seconded: R. Sabourn
 Discussion: None.
 Motion Passes: 4 – Yes, 0 – No

ZCA

MOTION: "To approve the ZCA permit #2013-16 for property owner Marianne Peabody at PID 6-3/8 for a 19x9 enclosed porch."

Motion: S. Morton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3 – Yes, 0 – No
Abstained: M. Peabody

SIGNATURE FILE

- The board signed the 2013 Thornton Municipal Building Custodial Contract with PR Property Maintenance for a one year period.

GUN RANGE – SOIL CONTAMINATION

S. Morton stated that Anne Cronin of Aries Engineering is assisting him in his efforts to decommission the shooting range. A. Cronin will oversee the removal of tires and soil in the shooting range area. S. Morton stated that the state has never worked through this process before and it is taking longer than expected to receive direction.

The Board thanked S. Morton for his time spent on this project to better the Town property and save costs.

S. Morton stated that the report received from Aries Engineering requests that the Town test the well. T. Beaulieu stated that the previous tests did test metal levels. T. Beaulieu will contact Aries Engineering to determine if additional testing is needed or if the recent test results will be sufficient.

T. Beaulieu will also confirm if S. Morton can do a visual inspection of the tires. S. Morton stated that it would be more cost efficient if he sorted through the tires to inspect them for lead bullets rather than paying Aries Engineering for their time to do this task.

Minutes Approval

MOTION: "To approve the public minutes of 6-12-2013 as amended."

Motion: S. Morton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

ACTION FOLDER

Intent to Excavate

N. Decoteau provided an updated to the board that M. Pinkham-Langer, NHDRA requested that Calder apply for an Intent to Excavate when she viewed material being removed from his gravel pit.

MOTION: "To approve the Notice of Intent to Excavate for PID 6-2-23 on Labrecque Road for property owner Casey Calder."

Motion: S. Morton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the abatement request for PID 17-4-26 in the amount of \$283.96."

Motion: S. Morton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

TOWN ADMINISTRATOR PRESENTS

IMPORTANT DATES UPDATE

T. Beaulieu stated that the Cable Contract Meeting with **Comcast & Time Warner** that was scheduled for 6/24/13 has been canceled by Brian Christiansen.

T. Beaulieu stated that the PLBD/ZBA court case: CDBA vs. Town of Thornton is scheduled for 1:30 p.m. on July 10, 2013 in North Haverhill.

TOWN HALL/POLICE DEPARTMENT BID RESULTS

T. Beaulieu stated that the bids have been received for the town hall/police station renovations. There is a building committee meeting today at 2:00p.m.

R. Sabourn suggested having a discussion regarding the bids received after the Building Committee meets today.

Ms. Beaulieu informed the board that the Pemigewasset Valley Chamber of Commerce fee is \$1,000 for 2013; however, the town has only budgeted \$795.00.

S. Morton stated that the town approved only \$795 in the budget for this service. The board agreed not to participate this year due to the cost increase unless the Chamber is willing to accept the appropriate amount for the Town's membership fee for 2013.

HEALTH REFORM UPDATE

T. Beaulieu informed the board that she attended a health reform update meeting. Based on the meeting, she does not expect too many changes in the health care area for the town until 2018 because the town employees less than 50 employees.

12:00 PM ROADWAY EXCAVATION PERMIT

Jim Demeritt and Corey Smith of the Waterville Estates Water District Representative was in attendance.

The board reviewed the Roadway Excavation Permit and made suggested changes.

C. Smith stated that the only concern that the Water District has would be for when they have to perform emergency repairs. The board agreed that the form is intended for anticipated work or for upgrades/ improvements, rather than an emergency repair.

The board agreed with the changes and will motion the changes after the Road Agent has an opportunity to review the final draft.

PUBLIC INPUT

J. Demeritt stated that a quote for lighting improvements in the Thornton fire station will be forthcoming for the 2014 budget.

J. Demeritt stated that the Board should pay attention to the Fire Commission minutes to keep up to date for fire department business updates.

T. Beaulieu stated that there appears to be a loss on the Ambulance Fund this year. J. Demeritt confirmed that this is true.

SELECTMEN COMMENTS

S. MORTON – PEMI RIVER CAMPGROUND UPDATE

S. Morton stated that J. Warren had registered the home-made trailers with the town clerk. The town clerk later had to cancel the registrations due to the state police requirement of travel trailers. The custom trailers are not recognized as a recreational vehicle by the State of NH-Department of Motor Vehicles.

The board reviewed a Notice of Decision from the planning board, approving four recreational vehicle sites that can be rented at Pemi-River Campground.

S. Morton would like a copy of the packet received from the State that references their definition of a recreational vehicle to be forwarded to the Planning Board for their information.

The board discussed the definition of a recreational vehicle and the discussion during the previous Planning Board meeting referencing Pemi-River Campground.

S. Morton recommended having the town clerk attend the Planning Board meeting to inform them of his requirement in registering recreational vehicles using state of NH requirements.

The Board discussed the Planning Board decision to allow registered rental recreational vehicles and the Board of Selectmen will be responsible to confirm that recreational vehicles are actually used. T. Beaulieu requested that she be allowed to work with N. Decoteau to gather additional information for the Board to consider. The Board agreed.

B. Benton discussed the possibility of starting the Selectboard meetings at noon for morning meeting rather than 10:00 a.m. because J. Paul Hilliard has a hard time leaving work to attend the morning meetings. The board agreed that noon would be a more practical start time for all members.

B. Benton also suggested that they reduce to one public forum session in an effort speed up the meetings. T. Beaulieu recommended scheduling the public forum at the end of the meeting. The board agreed to the suggested changes.

B. Benton mentioned the 250th Anniversary and would like to include a celebration within the Old Home Day festivities. The board discussed the request and agreed with this idea. J. Fleury is also planning to incorporate the 250th Anniversary into the 2013 Annual Town Report.

R. Sabourn stated that trees and brush need to be cleared back more from all town roads as this need was witnessed during recent storms. T. Beaulieu will relay the information to the Road Agent and suggested that in the future concerns will go directly to the road agent.

**1:20 P.M. NON-PUBLIC SESSION PURSUANT TO RSA 91-A: 3, II
(a-personnel, c-reputation, e-legal)**

NON-PUBLIC SESSION

MOTION: "To enter non-public session under RSA 91-A: 3, II (a, c)"

Motion: R. Sabourn

Seconded: S. Morton

Roll Call Vote: M. Peabody – Yes S. Morton – Yes
R. Sabourn – Yes B. Benton – Yes

Discussion: None.

Motion Passes: 4 – Yes 0- No

MOTION 2:10 P.M.: "To exit non-public session."

Motion: S. Morton

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4 – Yes 0- No

MOTION 2:10 P.M.: "To accept the welfare manifest with a check date of 6/1/2013 in the amount of \$1,110.32."

Motion: R. Sabourn

Seconded: S. Morton

Discussion: None.

Motion Passes: 3 – Yes 0- No Abstained: M Peabody

MOTION 2:11 P.M.: "To hire Nancy Decoteau as the Administrative Assistant at Grade 10 Step 4 with duties as outlined and approved in the job description as amended on June 26, 2013. "

Motion: R. Sabourn
Seconded: S. Morton
Discussion: None.
Motion Passes: 4 – Yes 0- No

MOTION 2:13 P.M.: "To adjourn."

Motion: R. Sabourn
Seconded: M. Peabody
Discussion: None.
Motion passes: 4 – Yes 0 – No

Respectfully submitted,



Jessi Fleury
Board Secretary
Draft posted 7/2/2013

TOWN OF THORNTON
Selectmen's Agenda
June 26, 2013
10:00 AM

10:00 AM Flag salute

Work session – (no public input)

Manifest
Signature Folder
Action Folder reviewed by Board for discussion later
Mail Folder

Motion and sign the payroll and vendor manifest

Public Forum (5 minute session per person)

Town Administrator presents (no public input)

Agenda Items: (no public input unless approved by the Chairman)

11:00 AM Bid Award for the following:

- Paving
- Truck rental rates
- Materials (bank run and crushed bank run)

11:15 Highway F550 equipping quotes

Noon Roadway Excavation permit

12:30 Non-public session pursuant to RSA 91-A: 3, II (a-personnel, c-reputation, e-legal)

Action Folder (no public input)

Board of Selectmen Item Discussions (no public input)

Public Forum (5 minute session per person)

Other business or non-public issues as needed pursuant to RSA 91-A: 3, II

Residents may contact the Town Administrator to get placed on a future agenda.

*The board may review decisions made during the meeting in public input, at the closing of the meeting, provided information that could result in an adjustment to a decision that was made during the meeting.

Board of Selectmen

Meeting Date: June 26, 2013

Sign In Sheet

PLEASE PRINT YOUR NAME AND ADDRESS.

Thank you!

- 1. J Demeritt 76 Fadden Rd
- 2. ^{Rimes Paying + Const} Susan Rimes 290 Dantel Webster Hwy Meredith
- 3. _____
- 4. _____
- 5. July 1ST
- 6. _____
- 7. JAMES DEMERITT 76 Fadden Rd
- 8. _____
- 9. _____
- 10. _____
- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____
- 16. _____
- 17. _____
- 18. _____
- 19. _____