



**TOWN OF THORNTON
BOARD OF SELECTMEN**

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

Approved on:	3/20/2024
BOS Initial:	R
Rec'd by Town Clerk on:	3/21/2024
Town Clerk Initials:	ACD

**Board of Selectmen Meeting Minutes
March 6, 2024**

4:00 p.m. Chairman Peter Laufenberg opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance.

This meeting was held at the Thornton Town Hall and via Zoom. The Zoom code was referenced on the posted agenda.

ROLL CALL: Chairman Peter Laufenberg, Vice-Chair Marianne Peabody, Selectman Brad Benton, Selectman Steven Babin, Interim Selectman Matt Peltier

ABSENT: None

STAFF PRESENT: Town Administrator Desiree Mahurin, Board Secretary Kerrin Randall

OTHERS PRESENT: Shawn Magoon, Ken Wolff, Jacqueline Wolff, Transfer Station Manager (TSM) Jamin Levasseur

OTHERS PRESENT VIA ZOOM (*names are as they appeared via Zoom*): Cliff, Forest Ridge

APPROVAL OF MINUTES

MOTION: "To approve the public meeting minutes of February 21, 2024 as presented."

Motion: M. Peltier

Seconded: S. Babin

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

CONSENT AGENDA:

Manifests:

- Payroll: \$ 44,268.63
- Vendor: \$ 254,723.74

Notice of Intent to Excavate

- PID: 242-017
Property Location: NH Route 49
Owner: Sunset Rock LLC

Certificate of Appointment

- Deputy Tax Collector, Flora Boyce

MOTION: "To approve consent agenda as presented."

Motion: P. Laufenberg

Seconded: M. Peabody

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

52
53 **PUBLIC COMMENT(S):**

54 Ken Wolff, 419 Upper Mad River Road, stated he would like to see a 'Candidate Night'
55 established for those running for Town elections, and TA Mahurin stated that in most towns, the
56 Moderator and Town Clerk organize these types of public forums, and S. Babin commented that
57 the BOS cannot appear to support any one candidate, and hosting such an event may be
58 problematic in that regard.
59

60 K. Wolff stated that he also has concern with fire protection, as there was a terrible fire a couple
61 of days ago and the structure was a complete loss. He stated that multiple stations responded
62 in order to supply water to the site, and he is concerned that similar issues will arise in other
63 areas of Town. K. Wolff asked if existing hydrants in some areas could be expanded and asked
64 that the Fire Chief review how the department reacts to fires, and how they can improve the fire
65 protection in Thornton.
66

67 The Board thanked K. Wolff for his comments.
68

69 **COMMUNICATIONS & MAIL:**

70 Planning & Zoning Communication Folder

71 S. Babin stated that a notice of decision is included for the tree farm that was questioned for
72 needing a site plan in the folder for review.
73

74 Mail/Correspondence for Miscellaneous Mail

- 75 • Wetland Dredge & Fill Applications (see original large document files in Town Office)
- 76 o Eversource Electric Transmission Line Rebuild Project
- 77 o Town of Thornton Sugar Run culvert (after the fact permit)
- 78

79 TA Mahurin stated these documents are for informational purposes only, and no action needs to
80 be taken at this time.
81

- 82 • Zoning Board request to Board of Selectmen for DRAFT meeting minutes

83 TA Mahurin reviewed a request from the Zoning Board (ZBA) for the BOS to provide the ZBA
84 with draft copies of their meeting minutes. She asked the Board if they wanted to discuss the
85 request, as draft minutes are already available to anyone who requests them.
86

87 S. Babin commented that he would not recommend granting the request, as there may be
88 conflict with items being discussed at the BOS level that may be brought before the ZBA for
89 review. He commented that he thinks it is appropriate for other boards to submit their draft
90 minutes up to the BOS, not the reverse.
91

92 M. Peabody commented that she feels that automatically sharing draft minutes from the BOS
93 can cause confusion in the long run.
94

95 P. Laufenberg stated if the ZBA or anyone else wants to see the BOS draft minutes they can
96 request them. He commented that the ZBA adjudicates land use issues, and he does not
97 understand why they would require BOS draft meeting minutes automatically.
98

99 The Board agreed to deny the ZBA request to receive draft BOS meeting minutes automatically.
100

101 **NEW BUSINESS:**

102 Transfer Station Baler

TSM Levasseur stated he received a quote for a new plastics baler, as the old one is obsolete and not working. He stated there is only one (1) baler company in NH, with the second nearest company in PA. TSM Levasseur asked the Board for a waiver of the procurement policy of obtaining three (3) quotes.

MOTION: "To waive the procurement policy of obtaining three (3) quotes for a new plastics baler."

Motion: S. Babin

Seconded: M. Peabody

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

TSM Levasseur stated that members of the transfer station staff would like to attend the town meeting, but this will alter the coverage at the facility. After brief discussion, the Board agreed to close the recycling shed from 10:00 a.m.-12:00 p.m. pm Saturday, March 16, 2024 in order to allow transfer station staff to attend the town meeting.

TA Mahurin asked TSM Levasseur to remind staff that will be attending the town meeting that they will not be paid during the time they will be at the meeting.

B. Benton stated he does not see why three (3) quotes could not be obtained for the plastics baler; regardless of the location of the company, bids can be obtained.

MOTION: "To reconsider waiving the procurement policy of obtaining three (3) quotes for a new plastics baler."

Motion: S. Babin

Seconded: M. Peltier

Discussion: None

Motion Passes: 4 – Yes, 1 – No, 0 – Abstained

NON-PUBLIC SESSION (1), PURSUANT TO RSA 91-A: 3, II (I)

Zoom meeting with Town Counsel

MOTION: "To enter into non-public session (1), pursuant to RSA 91-A: 3, II: (I) at 4:30 p.m."

Motion: P. Laufenberg

Seconded: B. Benton

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

Please review the March 6, 2024 non-public meeting session (1) minutes.

MOTION: "To exit non-public session (1), pursuant to RSA 91-A: 3, II: (I) at 4:59 p.m."

Motion: M. Peabody

Seconded: B. Benton

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

MOTION: "To seal the non-public session (1) minutes."

Motion: S. Babin

Seconded: P. Laufenberg

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

NON-PUBLIC SESSION (2), PURSUANT TO RSA 91-A: 3, II (b)

Hiring Assessing Clerk

MOTION: "To enter into non-public session (2), pursuant to RSA 91-A: 3, II: (b) at 5:02 p.m."

Motion: S. Babin

Seconded: B. Benton

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

Please review the March 6, 2024 non-public meeting session (2) minutes.

MOTION: "To exit non-public session (2), pursuant to RSA 91-A: 3, II: (b) at 5:25 p.m."

Motion: S. Babin

Seconded: M. Peltier

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

NEW BUSINESS continued:

5:15 PM Interview potential Conservation Commission new member: Michael Retelle

Michael Retelle introduced himself and shared his background as a geology professor and his ties to the area. He stated he would like to be involved in the interesting work the Conservation Commission is doing, and discussion continued.

MOTION: "To appoint Michael Retelle to the Conservation Commission."

Motion: M. Peabody

Seconded: M. Peltier

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

M. Peabody swore in M. Retelle as a member of the Conservation Commission.

Mail/Correspondence for Miscellaneous Mail continued...

- State of NH memorandum re: Plymouth-Campton-Thornton pavement preservation project
- Email from Philip Bodwell, NHDRA Appraisal Supervisor re: federal reimbursement for National Forest land

TA Mahurin stated these documents are for informational purposes only, and no action needs to be taken at this time.

DEPARTMENT HEAD REPORTS & OTHER COMMUNICATION AS APPLICABLE:

TA Mahurin reviewed that the following reports were submitted via email for the Board to review. All submitted via email.

- Police Chief
- Transfer Station Manager
- Road Agent
- Zoning Review Officer
- Town Administrator

P. Laufenberg asked if the Fire Chief had submitted a report, and TA Mahurin stated no. P. Laufenberg stated he would follow up with Chief Defosses.

206 Miscellaneous Communication received from/to Department Heads (if applicable):

- 207 • Email from Fire Chief, Defosses re: training opportunity focused on financial
208 responsibility for a large-scale wildfire

209 P. Laufenberg reviewed that the email was sent for informational purposes only, and no action
210 needs to be taken at this time.

211
212 **NEW BUSINESS:**

213 Review Town Meeting Warrant & discuss meeting process

214 TA Mahurin reviewed the procedures for the town meeting, and the Board discussed how
215 motions were to be made and voted on. TA Mahurin asked who would be making the
216 amendment to the language of Article 13, and P. Laufenberg stated he would.

217
218 S. Babin commented that he feels that the Road Agent should be present to answer questions
219 on Article 13, and discussion on requiring department heads to attend town meeting occurred.

220
221 The Board asked TA Mahurin to reach out to department heads to request them to attend the
222 town meeting.

- 223
224 • Recognition of Town officials retiring or leaving office

225 P. Laufenberg asked what had been done in the past, and TA Mahurin stated that small write
226 ups of recognition had been done and read aloud and the Board agreed that that would be
227 appropriate for those retiring or leaving office.

228
229 **OLD BUSINESS:**

230 Discussion on grants & funding opportunities

- 231 • ARPA grant fund usage

232 TA Mahurin reviewed that the town received ARPA funds that were originally earmarked for
233 updating to broadband internet, but now that that has been taken care of, there are funds
234 remaining that can be used for capital items and projects. She reviewed that the Board already
235 approved the use of some of the funds for updates to computer servers, but there are other
236 capital items that can be funded through the grant.

237
238 P. Laufenberg asked that Board members look at capital items that are a priority and bring their
239 thoughts to the next meeting for discussion.

240
241 P. Laufenberg commented that there are State grants/funds available for the rehabilitation of
242 historic buildings, and that he would like to explore the process of obtaining these funds for use.

243 **MOTION: "To authorize TA Mahurin to explore State grants/funds that can be used for**
244 **historical building rehabilitation."**

245 **Motion:** P. Laufenberg

246 **Seconded:** B. Benton

247 **Discussion:** None

248 **Motion Passes: 5 – Yes, 0 – No, 0 – Abstained**

249
250 Discussion re: Thornton FD Substation building

251 TA Mahurin reviewed that she spoke with Chief Defosses, and the remaining fire equipment
252 should be out of the building by early summer. She commented that another joint meeting in
253 April or May to officially establish the transition of the building will likely happen, as the
254 intergovernmental agreements need to be discussed.

TA Mahurin stated that Chief Defosses advised that the building can hold an estimated 100 people.

P. Laufenberg asked the Board for their thoughts on the potential use of the building, and M. Peltier stated that he feels the building can be used as a multipurpose space to hold town elections, act as an emergency shelter, or a large meeting room. The other members of the Board agreed with M. Peltier's suggestion.

MOTION: "To move forward with the idea of the building being used as a multipurpose space for Town use."

Motion: P. Laufenberg

Seconded: M. Peabody

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

P. Laufenberg asked that a subcommittee be formed to look into the costs to convert the building into a multipurpose facility and commented that he and M. Peltier would like to serve on it. TA Mahurin stated that she would like to be involved as well. P. Laufenberg commented that he hopes to have information for the Board for the June meeting.

ADJOURNMENT:

MOTION: "To adjourn at 6:18 p.m."

Motion: B. Benton

Seconded: S. Babin

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

Respectfully submitted,
Kerrin Randall
Board Secretary