



Approved on: 2/27/19
BOS Initial: RS
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TOWN OF THORNTON BOARD OF SELECTMEN

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

Board of Selectmen Meeting Minutes January 16, 2019

ROLL CALL: Chairman Roy Sabourn, Selectwoman Marianne Peabody, and Selectman Jack Gaites.

ABSENT: Vice Chairman John Paul-Hilliard, Selectman Brad Benton

STAFF PRESENT: Town Administrator (TA) Debra Shepard, Jessi Fleury, Board Secretary

4:00 P.M. Chairman Sabourn opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance:

MOTION: "To approve the 2018/2019 payroll manifest dated January 18, 2019 in the amount of \$26,779.22."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: This includes 2 days in the 2019 year.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the year end 2018 vendor manifest dated January 11, 2019 in the amount of \$ 34,337.07."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the second 2018 vendor manifest dated January 11, 2019 in the amount of \$695.38."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the 2019 vendor manifest dated January 18, 2019 in the amount of \$410,592.21."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the welfare manifest dated January 19, 2019 in the amount of \$790.00."

Motion: J. Gaites
Seconded: R. Sabourn
Discussion: None.

Motion Passes: 2 – Yes, 0 – No

Abstained: M. Peabody

ZCA

The Board reviewed the ZCA file.

MOTION: "To approve ZCA #2019-01 for PID# 17/18-13-1 for Scott and Kathleen Gray for a wood frame shed with roof."

Motion: M. Peabody
Seconded: R. Sabourn
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

R. Sabourn informed the Board that in 2017 a property owner was notified to apply for a ZCA due to an addition that was built on the back of the home to include another bedroom. An application was presented and was denied due to the need to have an updated septic system. A follow up letter was sent by the Board requesting an updated septic system so that the Board could approve the ZCA. No further action had been taken since 2017. The Board discussed the property and the current septic system. After discussion, the Board agreed to research this further.

MOTION: "To approve Board of Selectmen meeting minutes of December 19, 2018 as amended."

Motion: M. Peabody
Seconded: J. Gaites
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve Board of Selectmen meeting minutes of January 2, 2019 as submitted."

Motion: M. Peabody
Seconded: J. Gaites
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve Board of Selectmen nonpublic meeting minutes of January 2, 2019 as submitted."

Motion: M. Peabody
Seconded: J. Gaites
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

AGENDA ITEMS: (no public input unless approved by the Chairman)

5:30 2019 Draft Warrant review and approval

The Board reviewed the zoning amendments and the warrant articles.

5:45 BOS Review 2019 Operating Budget/Money Articles

The Board reviewed the final proposed 2019 Operating Budget and Money Articles.

MOTION: "To approve the proposed 2019 operating budget dated 1-16-19 in the total amount of \$3,248,091.00 to be presented at the public hearing."

Motion: R. Sabourn
Seconded: M. Peabody
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the proposed 2019 warrant with articles dated 1-16-19 as presented for the public hearing."

Motion: R. Sabourn
Seconded: J. Gaites
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

6:00 BOS Review Preliminary MS636

MOTION: "To approve the preliminary MS636 with an amendment to line 3379."

Motion: R. Sabourn
Seconded: J. Gaites
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

TA PRESENTS:

Intergovernmental Agreement

The attorney general office has approved the updated Intergovernmental agreement with the Towns of Campton, Thornton, and Ellsworth. This agreement is in now place.

MOTION: "To approve a request to the Trustee of Trust Funds to withdrawal funds from the Bridge Repair and Maintenance Capital Reserve fund in the amount of \$2,334.32 to reimburse the Town for an invoice paid to HEB for engineering services."

Motion: R. Sabourn
Seconded: J. Gaites
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve a request to the Trustee of Trust Funds to withdrawal funds from the Capital Reserve Property Tax Maps fund in the amount of \$8,945.00 to reimburse the Town for an invoice paid to CAI Technologies Mapping Contract for professional services."

Motion: R. Sabourn
Seconded: J. Gaites
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Impact Fire Contract

MOTION: "To approve an annual service contract with Impact Fire for fire safety maintenance (fire alarm, panel, etc.) for the Town Hall building in the amount of \$1,279.00"

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

TA Shepard informed the Board that there was a slip and fall incident at the Transfer Station recently. The parking lot had been plowed and sanded. There were injuries sustained and reports and photos were submitted to Primex. Primex has responded that the Town has taken all precautions that were expected.

TA Shepard informed the Board that a letter to Mr. Shubov, Blake Mountain, was sent on January 4, 2019 as directed by the Selectboard to bring the property into compliance. This will be readdressed in 60 days as stated in the letter.

Assessment complaint

TA Shepard stated that a complaint was received from Sean Clifford regarding the assessment of a property. The assessor has reviewed the property that was questioned by Mr. Clifford to determine if changes to the assessment card were needed. The assessor concluded that the assessment was accurate and that the property in question was not being used as a multi-family dwelling. The Board reviewed a draft letter to Mr. Clifford regarding the assessor's visit to the named property.

SELECTMEN'S COMMENTS

R. Sabourn provided an update on the meeting with FEMA relative to Covered Bridge Road Bridge and the adjacent fire pond. HEB has recommended that the Town pursue FEMA to pay for the damage to the bridge from previous flooding. A meeting was held with FEMA last week, and FEMA agreed that they would not pay for the additional damage. Discussion was also held on the fire pond berm repair. The berm repair project totals about \$40,000 including \$17,000 for engineering fees. R. Sabourn asked HEB to review their engineering fees, and HEB has declined. Another meeting will be held next week to discuss the berm repair.

After discussion, the Board agreed not to file an appeal with FEMA for the funding.

**7:00 2019 Budget Public Hearing in accordance with RSA 32:5
Final Warrant, Final Budget and MS636 motioned and signed for posting**

Present: Chief Miller, Kevin McGuire, Nina Sergeant, Bill DeLeo, Steve Choicca, Chief Defosses, Road Agent John Kubik, Peter Lautenberg, Sergeant Gilman, Anthony Patti, David Spinney, Maureen Patti

Chairman Sabourn opened the public hearing at 7:00 p.m. in accordance with RSA 32:5 Final Warrant and Final Budget and read the advertised notice as published in the Record Enterprise.

R. Sabourn stated that the draft budget was motioned earlier for the public hearing this evening.

R. Sabourn reviewed and explained the department budgets. The proposed 2019 budget discussions were as follows:

- *Fire Department* – The largest increase to this line includes 8 weeks of overnight coverage with 2 employees to service calls. All three towns in the Intergovernmental Agreement were supportive to this request. A new Intergovernmental Agreement was created for the Fire Department. The fire commissioners will no longer be in effect. Campton will oversee the Fire Department as Thornton does with the Transfer Station which will be less costly and more streamlined for the Fire Department. In doing so, the way the fire department is funded was reviewed. It was determined that Thornton was not paying a fair share for the shared services. Thornton was paying 38% and will end up paying about 45% which will be phased in over the next three years.
- *Highway Department* – The Board has decided to remove a 32 hour per week position and replace it with a fourth full-time position. This will allow the town to dispose of a plow contract that would offset some of the cost. Paving and Road Repair lines have been increased.

Peter Lautenberg discussed the \$19,000 that was over expended in the Paving line. R. Sabourn explained that these funds include SB38 funds and paving funds that have been encumbered for next year.

- *Transfer Station* - This budget was increased due to an increase in recycling fees and wages/health benefits.
- Peter Lautenberg asked who the Town contracts with for health benefits. TA Shepard stated that the Town contracts with HealthTrust. Peter asked what the contribution rate is for employees and the town. TA Shepard stated that the Town pays 85% and the employees pay 15%. Rates and benefits are reviewed and compared with other providers periodically.

R. Sabourn reviewed the draft warrant articles.

7:47 p.m. MOTION: "To close the public hearing."

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve 2019 total appropriations with all individual and special warrant articles in the total amount of \$3,248,098.00 to be presented at the public hearing."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the proposed 2019 warrant dated 1-16-19 as presented for the public hearing."

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

7:47 Public Hearing on proposed PD Ordinances; Disorderly Actions and Alarm System

Chairman Sabourn opened the public hearing at 7:47 p.m. and read the public notice as advertised in the Record Enterprise.

Chief Miller explained the reasoning behind the request for the following ordinances.

Disorderly Actions Ordinance encompasses noise, littering, and nuisances. The Police Department receives numerous complaints for noise and an ordinance allows the Police Department to address these types of complaints more effectively.

Alarm System Ordinance will assist the Police Department in tracking excessive alarm response calls. This would include a small one-time registration fee for a fire, burglary, or medical alarm system and would include contact information for the alarm company. This would allow the Police Department to track calls and respond more efficiently. This is the same ordinance that the Town of Campton currently uses.

Chairman Sabourn closed the public hearing at 8:04 p.m.

MOTION: "To approve the proposed Disorderly Actions Ordinance."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the proposed Alarm System Ordinance."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

PUBLIC FORUM

Dave Spinney, 54 Weeping Birches Lane, asked the Board if Mr. Avalone has responded to the last letter that was sent regarding the status of accepting Weeping Birches Lane as a town road. TA Shepard stated that no response has been received. Mr. Spinney stated that Grey Birches Association believes that they can take ownership or responsibility of the retention pond. Mr. Sabourn agreed that this would solve one of the issues of accepting the road.

Mr. Spinney asked if the Village District has responded regarding the road. TA Shepard stated that a letter was received today from the Water District but the Board has not had a chance to review it.

Maureen Patti stated that the association needs to have a meeting to discuss the retention pond and will also have to meet with the White Birches Association since they own a small portion as well.

Discussion was held on current deeds of property owners and the wording of the current deeds. Resolutions were also discussed generally. Chairman Sabourn discussed the plans that were submitted with residents.

Mr. Spinney asked to be placed on the agenda for the first meeting in March to discuss their ideas and possibly agree to a solution.

8:49 p.m. MOTION: "To adjourn."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary