



Approved on: 2/1/17  
BOS Initial: [Signature]  
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Town Clerk Initials: [Signature]

to TR 2/3/17

## TOWN OF THORNTON BOARD OF SELECTMEN

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### Board of Selectmen Meeting Minutes January 18, 2017

5:00 P.M. Chairman Sabourn opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

**ROLL CALL:** Chairman Roy Sabourn, Vice-Chairwoman Marianne Peabody, Selectman John Paul-Hilliard, and Selectman John Gaites.

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

**ABSENT:** Selectman Brad Benton

*Action Items:*

**MOTION:** "To approve the last 2016 vendor manifest dated 1-20-2017 in the amount of \$33,214.46."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**Abstained: J. Gaites**

**MOTION:** "To approve the first 2017 vendor manifest dated 1-20-2017 in the amount of \$335,033.34."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**Abstained: J. Gaites**

**MOTION:** "To approve the payroll manifest dated 1-20-2017 in the amount of \$20,126.88."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**Abstained: J. Paul-Hilliard**

**MOTION:** "To approve the welfare manifest dated 1-21-2017 in the amount of \$75.00."

Motion: J. Gaites

Seconded: J. Paul-Hilliard

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**Abstained: M. Peabody**

**MOTION: "To approve the BOS public meeting minutes of January 4, 2017 as amended."**

Motion: M. Peabody  
Seconded: J. Paul-Hilliard  
Discussion: None.  
**Motion Passes: 4 – Yes, 0 – No**

**MOTION: "To approve the BOS non-public meeting minutes session one of January 4, 2017 as submitted."**

Motion: M. Peabody  
Seconded: J. Paul-Hilliard  
Discussion: None.  
**Motion Passes: 4 – Yes, 0 – No**

**MOTION: "To approve the BOS non-public meeting minutes session two of January 4, 2017 as submitted."**

Motion: M. Peabody  
Seconded: J. Paul-Hilliard  
Discussion: None.  
**Motion Passes: 4 – Yes, 0 – No**

**Zoning Items:**

R. Sabourn discussed the zoning enforcement folder. D. Mahurin provided an update that the owner of the Valley Brook Cottages has complied with the previous requests of the Board of Selectmen.

**AGENDA ITEMS:**

**5:45 p.m. Tax Collector and Zoning Enforcement 2017 Budget**

*Present: Desiree Mahurin*

D. Mahurin met with the Board to discuss the proposed 2017 Tax Collector and Zoning Enforcement budget.

The Board and D. Mahurin agreed to reduce the building budget line in the Zoning Enforcement budget to \$1.00 from \$1,200.

TA Beaulieu informed the Board that A. St. Amore will be out on maternity leave and she has started figuring out appropriate office coverage during that time. She has informed J. Fleury that she will need to come into the office three days a week for 8 hours a day if the town clerk is not able to cover the office for an additional day during A. St. Amore's maternity leave. TA Beaulieu and D. Mahurin explained that if the Town Clerk is able to cover the additional day then D. Mahurin will cover the other day since J. Fleury will be in the office during the summer. The Board discussed the importance that office staff cover for other staff as needed.

M. Peabody recused herself from the Board of Selectmen to present the welfare and health budgets.

**6:00 p.m. WELFARE AND HEALTH 2017 BUDGET**

*Present: M. Peabody*

M. Peabody proposed some cuts to the 2017 proposed welfare budget based on last year's expenses. The Board agreed with the proposed welfare budget.

The Board reviewed the proposed health budget.

M. Peabody rejoined the Selectboard.

**6:30 p.m. TOWN CLERK & ELECTIONS 2017 BUDGET**

*Present: B. Rose and D. Mahurin*

B. Rose met with the Board to discuss the proposed town clerk and elections 2017 budget. B. Rose explained that she has level funded most of the budget and the election budget was reduced due to the reduction in elections for 2017. The Board discussed different budget lines that were not fully expended in 2016 and discussed cuts to different budget lines.

The Board discussed the maternity leave of the municipal clerk and how this will affect the wage budgets. TA Beaulieu asked B. Rose if she is able to cover an additional day in the office. TA Beaulieu offered to have D. Mahurin assist for one day. B. Rose confirmed that she has spoken to D. Mahurin about this and agrees to cover an additional day in the office. This will allow J. Fleury to alternate working 2 days one week and 3 days the next week. The Board agreed to make adjustments to the wage portion of the budget to reflect this change.

J. Paul-Hilliard recused himself from the Board to discuss the emergency management budget.

**6:45 p.m. EMERGENCY MANAGEMENT 2017 BUDGET**

*Present: J. Paul-Hilliard*

J. Paul-Hilliard discussed the proposed 2017 emergency management budget. He explained that the department is more functional and task oriented as in previous years. The Board increased the stipend line to \$2,000 for the Emergency Management Director and the Deputy.

J. Paul-Hilliard rejoined the Selectboard.

**Town Report**

The Board agreed to the Town Report Dedication and to contact the SAU to receive a recognition for Barbara Patterson and Carol Tyler due to her upcoming retirement. J. Fleury agreed to contact the SAU. J. Fleury updated the Board on the status of the Town Report. There are some reports that still need to be submitted including the fire department financial reports. J. Fleury explained that an extension to the deadline was given to the new fire department treasurer until January 20, 2017. The Board discussed the importance of including the financial reports from the Fire Department. J. Fleury agreed to inform the Board if the treasurer does not submit these reports by January 20, 2017.

**7:00 p.m. LIBRARY 2017 BUDGET**

The Board reviewed the Library budget. There was no representative from the Library. The board lowered the maintenance budget line by \$500.

**7:45 p.m. TOWN ACCOUNTS – TOWN ADMINISTRATOR 2017 BUDGET**

*Present: Tammie Beaulieu*

TA Beaulieu reviewed the proposed 2017 town account budgets.

**8:45 p.m. 2017 WARRANT REVIEW AND APPROVAL**

The Board discussed warrant articles. The Board agreed that a new full-time position for the Highway Department is needed and should be voted on as a warrant article as other new full-time positions have been processed in the past. The Board discussed that the winter

maintenance of the town roads needs to be improved. Residents complained about the icy roads and RA Kubik realized that he needed to call out contractors sooner to prevent untreated road conditions. The Board discussed presentation of this warrant article. RA Kubik informed the TA that he is not comfortable speaking publicly at Town Meeting, but he does support the need for this new position. The Board explained that it is important for the Road Agent to offer his support for this position during Town Meeting if the citizens ask for more information.

**9:00 p.m. BOS MOTION 2017 OPERATING BUDGET AND MONEY ARTICLES TO PRESENT AT THE BUDGET PUBLIC HEARING**

The Board reviewed the final proposed 2017 operating budget and money warrant articles for the budget hearing on February 1, 2017. TA Beaulieu was asked to complete the necessary financial calculations and the warrant corrections in her office while the selectmen continued the meeting.

The Board discussed a maternity leave request from A. St. Amore. T. Beaulieu informed the Board that the Town Clerk has agreed to schedule herself an additional workday to provide office coverage during this time.

**MOTION: "To approve maternity request leave from Alisa St. Amore from approximately May 6, 2017 to August 30, 2017."**

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 4– Yes, 0 – No**

**MOTION: "To request funds to be withdrawn from the Hubbard Brook Scholarship fund in the amount of \$750.00 for Cameron Brotsman." To finalize the 2016 Hubbard Brook Scholarship award.**

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

Interim Police Chief French recommended a supervisor training for Corporal Gilman. The Board discussed that the department is lacking personnel at this time. Interim Chief French requested that the Corporal be permitted to take this training even though the department is short staffed. The Board agreed to give approval for this training. Each request will be dealt with individually and trainings will remain minimum until full coverage is reached.

**MOTION:** "To allow Corporal Gilman to attend a supervisor's course for 80-hours, as recommended by the Interim Police Chief and to allow M. French to sign as the department head/training officer. The Board agreed to this request on a case-by-case business.

The next round of Chief interviews will be March 1, 2017 during the Board meeting.

### **Northern Pass**

Selectwoman Peabody informed the Board that she has received emails from Northern Pass opponents regarding petitions that towns have signed opposing Northern Pass. The Board discussed the emails and the petition. Selectwoman Peabody expressed concerns about the project, including the water lines, disrupting her foundation of her home, etc. She explained that her concerns relate to how it will affect her property and the property of others not the Northern Pass project itself. Selectwoman Peabody explained that she has sent emails voicing her concern of the effects of the project as a resident and not on behalf of the Selectboard.

TA Beaulieu informed the Board that the petition was forwarded via email from Elizabeth Terpe upon Selectmen Peabody's request. If the board members are personally interested in signing the petition they can do so by the email they were forwarded. TA Beaulieu also presented emails received from Julie Lindem looking for information on the Northern Pass. TA Beaulieu will have staff forward information to J. Lindem. TA Beaulieu discussed additional emails received from Margo Connors, Sugar Hill Selectboard member, a resident from Owls Nest, Peter and Pamela Martin Fred Diccico and an email from Alexis Enyon regarding opposing the Northern Pass. The Board agreed not to take a stand as a Town, but members can make individual decisions apart from the Board of Selectmen.

### **Veterans Tax Exemption**

TA has had many requests from residents to move forward with the new legislation that allows more veterans to qualify for the tax credit. Larry Sweeney will be visiting the Board during the next meeting to discuss the exemption. The Board agreed to wait a year and then revisit the exemption since this is new legislature and has the potential to significantly affect the tax rate.

### **Motor Vehicle Registration**

TA Beaulieu informed the board that the State of NH Motor Vehicle system will be unavailable from February 16, 2017 through February 22, 2017 for updating of the licensing system. The Board asked to have AA Mahurin post this information on the website and PEG channel.

### **Audit**

TA Beaulieu informed the Board that the audit has been corrected as requested during the previous meeting.

### **Winter / Road Maintenance**

RA Kubik received concerns regarding mailboxes that were damaged during plowing. RA Kubik informed the resident that the town does not reimbursement for mailboxes.

TA Beaulieu informed the Board that Connie Stiner and Tina Parody have forwarded concerns with the condition of the roads and maintenance. The letters were forwarded to the Road Agent. The Board discussed complaints received and agreed that the roads were icy and the highway crew does need to maintain the roads earlier. A notable difference in maintenance has been seen since these complaints were forwarded.

**Hardship Tax Deeded Properties**

TA Beaulieu informed the Board that the individual requesting a tax-deeded property agreement did not attend a scheduled meeting to discuss the agreements. TA Beaulieu has sent a letter trying to reschedule a meeting to sign the agreements. There was also no response from her second attempt to contact the individual. TA Beaulieu suggested sending a final request. The Board agreed.

**MOTION: "To present article #11 for the 2017 operating budget at the public hearing meeting to reflect an amount of \$2,745,832 and to present all the separate Articles #2-10 on the warrant."**

Motion: J. Paul-Hilliard

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**9:55 P.M. MOTION: "To adjourn."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

Respectfully submitted,

Jessi Fleury  
Board Secretary