



## TOWN ADMINISTRATOR PRESENTS

The Town Clerk has submitted the State of New Hampshire election warrant for Board of Selectmen approval, for the United States President, Vice-President, United States Senator, United States Representative, State Executive Councilors, State Senators, State Representatives, and County Officers.

### *Agreement for Entry and Construction*

The Board reviewed an agreement for entry and construction form submitted from the Road Agent between the town and William Lane for repairing and construction of an inverted asphalt apron as well as constructing earthen ditchline to direct the flow of water further down Mount Woodlands Road. The town will pay for the labor and cost of materials to perform the upgrade.

**MOTION: "To enter into the agreement for entry and construction with William Lane as submitted and recommended by the Road Agent."**

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

### *Waterville Birches Lane*

TA Beaulieu presented an email received from the Waterville Estates Village District regarding the receipt of a road construction plan from Tom Avalone. The District is requiring that Waterville Birches Lane be constructed to town standards. The Board agreed that they couldn't guarantee that the road will meet town standards. The Board agreed that they will ultimately need a road profile that fairly represents the steep part of the road. The Board also agreed that a future board might require a qualified person to conduct an independent review when the road is ultimately offered to the town as a town road. R. Sabourn discussed sending a letter to the District thanking them for their communication and expressing that the Board hopes that the road will be built according to town standards, and will withstand the review of an independent contractor in the future.

## **AGENDA ITEMS:**

**6:15 p.m. Alba Architects – Stuart Anderson**

*Present: Stuart Anderson, Kevin McGuire*

The Board discussed the transfer station renovation plans as well as inspections performed at the Fire Station and Police Station by Alba Architects and the electrical contractors.

### *Generator Grant and EOC Grant*

Mr. Anderson mentioned that the contractor installed the wrong electrical panel during the first phase of the project. There will be minor power disruptions but will be no cost to the town when the correct replacement panel is installed, which will restart the warranty as well. The Board discussed their disappointment that this happened. S. Anderson explained that there is no danger to the town. It was an oversight by the contractor at the time of installation.

The Fire Station critical circuits have been moved to the back of the building to the generator circuit panel. Four circuits were not moved as they are receiving power but they were unsure as to what the circuits are powering, if they are powering anything at all. The critical systems were checked and are not part of these four circuits. These four circuits are not connected to the generator and will not be powered if the station loses electricity. S. Anderson suggested that the

breaker for these circuits be shut off in the meantime and at some future time the department may determine what is being powered by these circuits.

S. Anderson informed the Board that some wiring at the fire station does pose a danger and should be addressed. The quote is approximately \$1,250 from the electricians to fix the live wires needing grounding. The Board agreed to contact Gigure Electric to move forward with the repairs needed for the live wires and to turn off the power for the four circuits that are supplying unknown power at this time.

#### *Transfer Station Renovations*

The Board discussed reducing the scope of the transfer station project to reduce cost. S. Anderson asked if the Board had a target price that they could work towards when reducing the project. R. Sabourn explained that the Town of Campton was concerned with the difference in figures between Alba Architects and Mr. Ingram. R. Sabourn explained that the breakroom and bathroom are a priority with the covering of the recyclables being a lower priority. The Board discussed the scope of work further.

Discussion continued regarding the well being located in close proximity to the trash area. The Board discussed that there is no expected increase in trash at the transfer station and the well may pass testing and be able to stay as it is currently. The Board also discussed the area of the septic system. Since the project is not a new construction project, the septic may be compliant. S. Anderson also explained that the State might require a new septic plan be placed on file.

S. Anderson recommended cutting the recycle storage area since this is the largest, most expensive portion of the project. R. Sabourn agreed that this can be completed in years to come if needed in the future. S. Anderson also suggested changing the layout provided by Mr. Ingram to allow for future expansion if needed. The Board agreed that the transfer station should have a better visual appeal as well.

The Board agreed that they want to keep the proposed new compactor area, the break room, and the bathrooms and removing the storage space would reduce the cost to about \$200,000. TA Beaulieu compiled a list of reductions that could bring the project under \$200,000. Selectman Benton will research information on the well. S. Anderson will provide a new scope of work with a reduction in cost for Thornton to discuss with the Town of Campton. TA Beaulieu asked if this could be provided by the end of October as requested by Campton. S. Anderson will provide a new scope by the end of the month.

TA Beaulieu informed the Board that the new generator has been installed at the town hall and the old one was disconnected. RA Kubik informed TA Beaulieu that the generator at the transfer station was removed at one time and the hook up is still located at the generator pad at the transfer station. TA Beaulieu recommended that RA Kubik look into the cost to move the old town hall generator to the transfer station since the building appears to be equipped for a generator. The Board agreed with this recommendation.

#### **6:30 p.m. Thornton CIP – William DeLeo**

*Present: William DeLeo, CIP, Fire Chief Defosses*

W. DeLeo informed the Board that he has been working on including the transfer station project in the CIP earlier than expected. The Board discussed the poor condition of the transfer station. The Board discussed lowering the dust situation at the station and agreed to request that K. McGuire budget for magnesium chloride to be applied at the transfer station during summer months.

W. Deleo provided spreadsheets to explain the proposed reserve funding. The Board discussed the current funding of the reserve funds. He considered delaying the purchase of the F550, the FD command vehicles, and police cruisers a year as well as other projects. He created a new plan to allow the transfer station repairs to occur as a priority. Discussion continued on purchasing an engine rather than ladder truck for the fire department which would allow additional funds for the transfer station renovations. This would also create a substantial savings for the Town of Campton. R. Sabourn explained that he would rather not move back the purchase of the F550 for the highway department as this new vehicle would be used for a new full time position. W. Deleo will work this purchase back into the plan as scheduled previously.

Chief Defosses discussed purchasing a used ambulance this year rather than a new one in 2018, creating a savings for the town. This would allow a cost effective back up vehicle when the current ambulance is not in service and using it to provide services for mutual aid. Chief Defosses discussed the benefits of purchasing the used truck and strongly requested that the Board think about this option as he feels it is a viable option for the town and the department. After extensive discussion, the Board agreed that the cost savings for purchasing a used ambulance may not be as beneficial as purchasing a new one with a warranty. The Board also discussed purchasing a newer used ambulance as the second ambulance (ambulance 2) in 2018 and then purchasing a new ambulance (ambulance 1) in 2022. All board members agreed that a second used ambulance is necessary with R. Sabourn undecided if the CIP plan can accommodate the purchase. The board discussed moving the transfer station paving to allow for the ambulance 2 purchase. W. Deleo explained that delaying a project by one year does not create much relief in funding CIP projects. The board asked TA Beaulieu to contact Cartographics to move the mapping project to 2019 with the agreed upon contract price.

The Board discussed the purchase of a six wheeler for the highway department. W. Deleo also mentioned that the school is planning a 1.5-million-dollar project in the future for a larger gymnasium that could also accommodate the elections. The Board discussed that the town hall expansion may not need to be as intensive if elections were held at the school.

## **TOWN ADMINISTRATOR PRESENTS**

### *Legislative Update*

TA Beaulieu asked the Board if they were interested in changing the current veteran tax exemption so that all veterans could receive a tax credit regardless of service dates. The Board discussed the tax credit and the consequence to the tax base. The Board discussed possibly lowering the tax credit from \$500 to \$250 and opening the credit up to all veterans regardless of service time. The Board agreed to consider the tax credit over the next year and see how the other communities handle the change rather than making a decision this year.

### *Giftng Policy*

TA Beaulieu presented the current gifting policy relative to appreciation after an employee has resigned. The Board discussed a revised gifting policy that would set monetary limits for different types of staff to include part time employees.

**MOTION: "To accept the revised gifting for appreciation policy as submitted and presented by the Town Administrator."**

Motion: J. Paul Hilliard

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

### *Purchase and Sales Agreement*

TA Beaulieu discussed PID #11-1-118 repurchase price is \$1,951.18. The previous owner would like to provide a deposit of \$750 with the remaining amount to be paid by November 1, 2016.

**MOTION: "To accept a purchase and sales agreement to repurchase tax dedeed land for PID #11-1-118 to include a \$750 deposit with the balance to be paid by November 1, 2016."**

Motion: M. Peabody

Seconded: B. Benton

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

### *Holiday Ideas*

The Board discussed holiday celebration for staff. After discussion, the board agreed to continue with the holiday celebration this year and asked the Town Administrator to look at different places this year along with a few menu changes.

### *Audit Update*

TA Beaulieu informed the Board that the auditors did not receive final findings from the 2015 audit until last week. The audit firm is giving the Town a refund of \$500 off of the final invoicing because of the lengthy time it took to complete.

### *Current use update*

TA Beaulieu informed the Board that PID #3/5-4, owner Ralph Bradley, was in current use. The abutting lot PID #3/6-1 was sold in 2011 and PID #3/5-4 should have been removed from current use but was missed. The Board agreed to send a notice to the property owner that the tax rate will change and that since the town missed the update there will be no penalty assessed to the owner.

## **SELECTMEN COMMENTS**

### *Chickenboro Road*

R Sabourn met with Todd Baldwin two Sundays ago. R. Sabourn provided a map for review of the area. T. Baldwin had a surveyor visit the area and had driven pins along the ditch line at the bottom of T. Baldwin's grass. This reflects what T. Baldwin wants to happen. He wants the road moved over so that the town does not keep taking more of his lawn. R. Sabourn believes that there is room to move the road over. T. Baldwin informed R. Sabourn that he does not mind if the town needs room towards T. Anderson house. Mr. Baldwin stated that he is willing to provide extra room in that area for the maintenance of culverts if needed but his main concern is his lawn and in front of his garage.

The Board discussed different areas that the town could use to move the road over and realign the road on the corner. After discussion, the Board agreed to invite abutters of the road to a meeting to discuss this further and see what the towns options are.

*Beautification Committee*

M. Peabody informed the Board that the Beautification Committee met the beginning of the month and is working towards putting up the "Welcome to Thornton" signs. Selectman Hilliard provided a contact for the installation of the sign. The town needs to request permission from the State to install the signs and provide specifics of the signs and acknowledging that the town accepts full responsibility for liability and maintenance of the signs. Selectman J. Paul-Hilliard will help with the GPS location of the signs.

**10:08 P.M. MOTION: "To adjourn."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

Respectfully submitted,

Jessi Fleury  
Board Secretary