



## TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: 12.11.13  
BOS Initial: RSB  
Rec'd by Town Clerk on: 12 Dec 13  
Town Clerk Initials: JC

### Board of Selectmen Meeting Minutes November 25, 2013

**8:30 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, Selectwoman Marianne Peabody and Selectmen John Paul-Hilliard.

**ABSENT:** Selectmen Steve Morton.

**STAFF PRESENT:** Tammie A. Beaulieu, Town Administrator

#### **ACTION FOLDER**

##### *Intent to Cut*

**MOTION: "To approve an intent to cut for PID 9-1-2 for Vincent Levasseur as presented."**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 4– Yes, 0 – No

**MOTION: "To approve the Board of Selectmen meeting minutes of November 6, 2013 as amended."**

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

#### **Concerned Citizen**

The board reviewed a concern submitted from J. Downing. The board agreed that staff should follow up on the concern to acquire more information.

#### **PHASE I - PD DEDUCTIONS/EXPENSES**

##### *Present: Chief Moller*

T. Beaulieu stated that J. Demeritt had recommended that the board receive a contract from CCI for Phase II so that the board has some actual figures to consider.

T. Beaulieu explained that Chief Moller informed her that Phase I has some deductions and there are some additional expenses that would make the FOG system easier. Chief Moller explained that some of the electrical work does not have to be completed as previously planned, resulting in a deduction in cost. Moller explained that she is applying for a grant for an entry control system which will control access to different areas of the police station. This will enable them to allow access to emergency officials to certain areas of the station. Chief Moller stated that the estimation is about \$750 for

installation of the entry system wiring if installed before the walls are finished. The board agreed that it makes sense to have the wiring installed before the walls are finished. Chief Moller explained that there have been many deductions over the course of the project. The Board agreed that changes resulting in cost fluctuations need to be relayed in writing.

**9:00 KELLY BOLDGER – PHASE I - PD DEDUCTIONS/EXPENSES, PHASE II CCI CONTRACT**

*Present: Kelly Boldger, Stuart Anderson*

K. Boldger stated that the current contractor payout request is \$54,858, the project is about 47.5% complete, and \$98 below budget. He explained that the deductions have offset the add-ons.

R. Sabourn stated that the board would like on-going updates in writing on deductions and add-ons. K. Boldger agreed to provide a copy of the progress to date that includes the cost changes associated with the deductions and additions. T. Beaulieu explained that receiving a copy of changes is important so that she can keep her records current. This will allow Board members to be up to date if they are not present during the meeting.

The board discussed the plan for the generator. K. Boldger explained that he has spoken to Sabourn Electric regarding the generator work and electricians concerns have been addressed.

The board agreed that the wiring expense for the entry system should be expended from the Police Department budget. Chief Moller agreed.

*Phase II* – K. Boldger explained that the contractor is running behind due to a family illness and he is working to finalize the proposed Phase II contract by the end of this week. The board agreed that they will make their final vote on December 11, 2013 on whether to include this option on the warrant.

**PETER HILTON - FIRE COMMISSIONER**

M. Peabody swore in the new Fire Commissioner Peter Hilton for a term of 11/2013 through 11/2016.

**POLICE DEPARTMENT RESIGNATION – Officer Sean Smarz**

The board read a resignation letter from Patrol Officer Sean Smarz from the Thornton Police Department effective December 5, 2013.

**MOTION: “To accept the resignation of Patrol Officer Sean Smarz from the Thornton Police Department effective December 5, 2013.”**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 4– Yes, 0 – No

**FOREST FIRE WARDEN**

**MOTION: “To appoint Chief Defosses as the Forest Fire Warden for the Town of Thornton.”**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 4– Yes, 0 – No

**SPECIAL STATE PRIMARY ELECTION**

B. Benton read a notice from the Town Clerk that the town will hold a special state primary election on January 21, 2014 at 8:00 a.m. to 7:00 p.m. for the Executive Council position. Filing dates are November 25, 2013 through December 2, 2013.

K. Boldger revisited the meeting and provided a written breakdown of the costs to date.

**9:40 NON PUBLIC SESSION RSA 91-A: 3, II ( b- hiring, c-reputation)**

**MOTION 9:40 A.M. "To enter non-public session under RSA 91-A: 3, II (b, c)"**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Roll Call Vote: M. Peabody – Yes B. Benton – Yes  
R. Sabourn – Yes J. Paul-Hilliard – Yes  
Discussion: None.  
Motion Passes: 4 – Yes 0- No

**MOTION 10:35 A.M.: "To exit non-public session."**

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

**WELFARE MANIFEST**

**MOTION: "To accept the welfare manifest dated 11-30-2013 in the amount of \$785.06."**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No Abstained: M. Peabody

**MOTION: "To approve an intent to cut for PID 15-6-1 for Clint Rand as presented."**

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

M. Peabody excused herself from the meeting at 10:37 a.m.

**MOTION: "To accept the revised job description for the Corporal position in the Thornton Police Department as presented by Chief Moller."**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

**MOTION: "To move the Thornton Police Department Corporal position to labor grade 9."**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

**MOTION: “To make a conditional offer of employment to candidate #1 as a full-time patrol officer at labor grade 8 step 5 at \$18.10 per hour and to make a conditional offer of employment to candidate #5 for the full-time Corporal position at Labor Grade 9 Step 11, at a rate of \$22.31.”**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 3 – Yes 0- No

**MOTION: “To buy-out any vacation time earned by Sergeant Diamond that is over the 43 hours allowed to be carried into 2014 at the pay rate prior to the recent wage increase.”**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 3 – Yes 0- No

The chairman signed letters of conditional employment.

The board agreed to sign the payroll and vendor manifests later in the day.

**MOTION 10:40 A.M.: “To adjourn.”**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Motion Passes: 3 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury  
Board Secretary  
Draft posted 12/4/2013

**TOWN OF THORNTON**  
**Selectmen's Agenda**  
**Monday, November 25, 2013**  
**12:00 PM (Noon)**

12:00 PM Pledge of Allegiance

Work session – (no public input)

Manifest  
Signature Folder

Motion and sign the payroll and vendor manifest

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

12:30 PM non-public session pursuant to RSA 91-A: 3, II (b-hiring, c-reputation)

12:45 Kelly Bolger- Phase I-PD deducts/expenses, Phase II CCI contract

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  
November 25, 2013  
SIGN IN SHEET (Please Print)

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