



Approved on: 12/6/17
BOS Initial: JPH
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Town Clerk Initials: BOZ

TC 12/7/17

**TOWN OF THORNTON
BOARD OF SELECTMEN**

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

**Board of Selectmen Meeting Minutes
November 8, 2017**

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

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

STAFF PRESENT: Tammie Beaulieu, Town Administrator Trainer (TAT), Debra Shepard, Town Administrator (TA), Jessi Fleury, Board Secretary

MOTION: "To approve the payroll manifest dated 11-10-2017 in the amount of \$25,163.26."

Motion: R. Sabourn
Seconded: J. Gaites
Discussion: None.
Motion Passes: 3 – Yes, 0 – No Abstained: M. Peabody and B. Benton

MOTION: "To approve the vendor manifest dated 11-10-2017 in the amount of \$610,884.76."

Motion: J. Gaites
Seconded: B. Benton
Discussion: None.
Motion Passes: 3 – Yes, 0 – No Abstained: R. Sabourn and J. Paul-Hilliard

MOTION: "To approve the minutes of October 25, 2017, 2017 as amended."

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

MOTION: "To approve the minutes of November 2, 2017, 2017 as presented."

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

ZCA Review

The Board reviewed the following ZCA applications.

MOTION: "To approve ZCA #2017-51 for PID# 15/6-4-6, for Michael and Kim St. Laurent for a new home."

Motion: R. Sabourn
Seconded: M. Peabody
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

ACTION FOLDER

Millbrook Bridge Project

MOTION: "To approve the amended contract with Streamworks LLC for the Millbrook culvert project in the amount of \$10,900.00."

Motion: B. Benton
Seconded: R. Sabourn
Discussion: R. Sabourn stated that the contract reflects the changes discussed previously by the board.
Motion Passes: 5 – Yes, 0 – No

R Sabourn requested that TA Shepard discuss a date as to when T. Ballestero would like the wetlands reflagged for the Millbrook project.

Equalization Process

TA Shepard presented the equalization assessment data certificate process for the Selectboard to sign.

Abatements

MOTION: "To approve the following abatement amount \$5,716.00 for four parcels tax deeded in 2017. These funds expect to be captured during tax sale of tax deeded properties."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve an abatement for PID #17/8-3-SO43, Goosehollow Campground in the amount of \$39.00."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

MOTION: "To deny a request to waive interest for PID #12/7-18 and PID #17/1-3-4 in the amount of \$118.25 as requested by Michael Yarnell."

Motion: R. Sabourn
Seconded: M. Peabody
Discussion: The Board discussed that an incorrect address does not excuse a late tax payment.
Motion Passes: 5 – Yes, 0 – No

Chickenboro Road

TA Shepard stated that she requested a copy of Mr. Baldwin's site plan for Chickenboro Road as previously requested by the Selectboard. T. Baldwin informed her that he prefers not to leave a copy of the plan at the town office, but would like to meet with the Board to discuss his surveyed plan. The Board agreed to meet with him after the budget process.

Concerned Citizen

TA Shepard informed the Board that a concerned citizen form was received for PID #16/7-58 for excessive noise and heavy equipment constructing a road without a ZCA permit on Upper Mad River Road. B. Benton suggested that the staff review the Intent to Cut forms as there may be a logging project in place at this location as well. The Board discussed the request and agreed to have the TA obtain additional information pertaining to this concern. M. Peabody stated that the staff should also research an old subdivision under the name of Mae Sleeper.

Police Department Hiring

MOTION: "To approve a three-year substituted training agreement for Officer Christopher Rideout effective as amended."

Motion: J. Gaites
Seconded: M. Peabody
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

MOTION: "To hire Joshua Meier as a Thornton Patrol Officer effective 11/26/2017 at LG8 S3 after the probationary period, the pay rate will be LG8 S4."

Motion: J. Gaites
Seconded: M. Peabody
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve a three-year training agreement for Joshua Meier."

Motion: J. Gaites
Seconded: M. Peabody
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

MOTION: "To sign and approve a Police Officer appointment for Joshua Meier."

Motion: M. Peabody
Seconded: J. Gaites
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

A swearing in ceremony for Officer Joshua Meier will be held on November 20, 2017 at noon.

TOWN ADMINISTRATOR PRESENTS:

TAT Beaulieu informed the Board that an error was made on the TA contract for Debra Shepard and should reflect a 3.5 step rather than a 3 step. TAT Beaulieu stated that the monetary pay amount in the contract was accurate.

TA Shepard has stated that she would choose the payment in lieu of health insurance option with the Town. TAT Beaulieu discussed the payout amounts.

MOTION: "To approve the revised contract with the Town Administrator Debra Shepard."

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: 5– Yes, 0 – No

MOTION: "To approve the release of funds in the amount of \$7,795.00 from the Capital Reserve Highway Vehicle Equipment and Major Maintenance fund for the purchase of a sander for the 2017 F350."

Motion: J. Gaites

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Transfer Station Manager

TAT Beaulieu informed the Board that some residents are not paying for disposal fees at the Transfer Station. TA Shepard suggested that the manager inform the TA so that an invoice can be sent to the resident and to revoke transfer station privileges until the fees are paid in full. TA Shepard will create a policy to ensure consistency.

2018 Selectmen Meeting Schedule

The Board reviewed the proposed 2018 meeting schedule.

MOTION: "To approve the 2018 Selectmen Meeting schedule as presented."

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Election

TA Shepard stated that the state primary election is scheduled September 11, 2018 and a general election on November 6, 2018. TA Shepard asked if the Board wants to close the office as in previous years. The Board agreed that the Selectmen's office will be closed during those elections.

Ellsworth and Campton Joint Budget Meeting

TAT Beaulieu informed the board that the joint budget meeting with the Towns of Campton and Ellsworth is schedule for Monday January 8, 2018 at 6:30 p.m.

TAT Beaulieu informed the Board that the discussion for renewing intergovernmental agreements has begun. The Town of Campton Town Administrator will prepare the new Fire Department Intergovernmental agreement for the Thornton Board to review.

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

6:45p.m. FD Chief Defosses – Fire Pond at Benton's – Dry Hydrant

Chief Defosses discussed the fire pond on Route 175. The pond was washed away during the July 1, 2017 rainstorm. FEMA has informed him that they are not planning to expend funds due to the hydrant being located on private property and the lack of records to prove Town ownership of the dry hydrant. The Board agreed not to apply for FEMA funds on behalf of the Town at this time either. Chief Defosses stated that the dry hydrant can be repaired without using FEMA funds.

The Board discussed the dry hydrant map that was located at the fire department. Chief Defosses agreed that a map could be created.

7:00 Non-Public Session

7:08 p.m. MOTION: "To enter into non-public session pursuant to RSA 91-A: 3, II (c-reputation)."

Motion: R. Sabourn
Seconded: J. Gaites
Discussion: None.
Roll Call: Selectman Paul-Hilliard - yes, Selectwoman Peabody - yes, Selectman Benton - yes, Selectman Gaites - yes, Selectman Sabourn - yes.
Motion Passes: 5 - Yes, 0 - No

7:32 p.m. MOTION: "To come out of non-public session."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.
Motion Passes: 5 - Yes, 0 - No

Lincoln Trucking and Excavating Route

TAT Beaulieu stated that she spoke with Taylor at Lincoln Trucking regarding their indication that they could plow the Route 3 and Gore Road routes for Thornton. The vendor informed her that he can plow roads that are in this area. RA suggested that Lincoln Trucking plow Route 3, Gore Road, Star Ridge and Waterthorne, Mount Woodlands, and River Run and that assignment would work out in the Town's best interest. The Board discussed the other plow routes that other vendors would be maintaining.

RA Kubik informed TAT Beaulieu that Rick Eckard will be available as an on-call vendor rather than a seasonal employee. Dan Day is not interested in the seasonal position. R. Sabourn stated that RA Kubik seems confident that the plowing routes will be covered.

The Board agreed to sign the winter plowing contract for Lincoln Trucking and Excavating that was motioned for approval at the previous meeting.

Insurance Changes

TAT Beaulieu informed the Board that as of July 2018 the Town's health insurance company will no longer offer the current medical plan used by the Town employees. TAT Beaulieu discussed the rates for the new health insurance. The Board agreed to research an 80/20 with a 1K deductible with a reimbursable deductible option with the town. M. Peabody asked how the coverage compares to the town's current plan. The Board agreed to have a comparison of the town's options that are reasonable prior to budget season.

SELECTMEN COMMENTS

The Selectboard discussed the 2017 Holiday Party for employees and board/commission members. The Board agreed to hire a DJ for the holiday party.

M Peabody stated that the beautification committee Christmas tree lighting is the same night as the meet the new TA. The Board agreed.

Selectman Benton informed the Board that a taxpayer approached him with questions regarding the plowing of the roads off Millbrook Road. The taxpayer was under the impression that the Town has plowed these roads in the past. M. Peabody stated that the roads are not town owned and were plowed by a private vendor in the past.

7:30p.m. Jessi Fleury – 2017 Town Report

J. Fleury discussed the quote specifications with the Selectboard for the 2017 Town Report. The Board agreed to order 500 reports and to review next year if the amount is still sufficient. The Board reviewed pictures for the cover and color inserts. The Board agreed that J. Fleury can decide which pictures to use and will discuss the annual town report dedication at one of their upcoming meetings.

8:20 P.M. MOTION: "To adjourn."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Respectfully submitted,



Jessi Fleury
Board Secretary