



Approved on: 1-17-18
BOS Initial: me vc
Rec'd by Town Clerk on: 1-29-18
Town Clerk Initials: RL

TOWN OF THORNTON BOARD OF SELECTMEN

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

Board of Selectmen Meeting Minutes December 18, 2017

ROLL CALL: Chairman Paul-Hilliard, Selectman Brad Benton, Selectman Roy Sabourn, and Selectman John Gaites and Vice-Chairwoman Marianne Peabody (arrived @4:30 pm).

STAFF PRESENT: Town Administrator (TA) Debra Shepard, Tammie Beaulieu, Town Administrator Trainer (TAT)

12:00 P.M. Chairman John Paul-Hilliard opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance:

ACTION FOLDER

MOTION: "To approve the payroll manifest dated 12-22-2017 in the amount of \$27,451.10."

Motion: B. Benton
Seconded: J. Gaites
Discussion: None.

Motion Passes: 3 – Yes, 0 – No **Abstained: R. Sabourn**

MOTION: "To approve the vendor manifest dated 12-22-2017 in the amount of \$481,603.03."

Motion: J. Gaites
Seconded: B. Benton
Discussion: None.

Motion Passes: 3 – Yes, 0 – No **Abstained: R. Sabourn**

ZCA Review

The Board reviewed the following ZCA applications.

MOTION: "To approve ZCA #2017-55 for PID# 15/1-50-11, for a 28x38' new home."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

R. Sabourn stated that a complaint was filed by a woman on Upper Mad River Road concerning activity on an adjacent property owned by Greg Sanborn. R. Sabourn and D. Mahurin followed up on the noise/activity complaint. R. Sabourn stated that there is no violation that was evident during their visit. The driveway may have been widened. R. Sabourn requested that D. Mahurin

for TR Sabourn

follow up with the Road Agent to receive any updated information as to permissions for driveway modifications. The Board agreed to have a response sent addressing the complaint.

MOTION: "To approve that Selectman Sabourn sign a response letter as the board's representative for code enforcement regarding a complaint on Upper Mad River Road."

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: R. Sabourn

MOTION: "To approve an Intent to Cut request for PID #3/3-7."

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: R. Sabourn

MOTION: "To approve an appointment for Jessye Weinstein for the Capital Improvement Committee per recommendation of William DeLeo effective immediately until further rescinded."

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Minutes

The Board agreed to review the minutes of 12-6-2017 and 12-8-2017 at the next board meeting.

MOTION: "To approve a request for an abatement for \$49.45 plus interest for PID# 17/14-63 for John and Brenda Forsyth."

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

TOWN ADMINISTRATOR PRESENTS

Abatement Request

The Board discussed the previous requests received from Mr. Forsyth regarding an abatement to this property. The assessment card was changed from four bedrooms to three bedrooms as directed by the town assessor. TAT Beaulieu informed the board that a discussion was held with BTLA regarding the process the town followed with the abatement request of Mr. Forsyth. After discussion with BTLA, the town assessor will send information regarding the justification as to why the denial of the abatement was issued.

Court Update

TA Shepard stated that the Supreme Court was is in the process of making a decision in the Maher Mahmoud case. Mr. Mahmoud has submitted an objection to the town's motion to dismiss the case. The town attorney is waiting to hear from the court to determine their next course of action.

Town Report Update

TA Shepard suggested including pictures of town department staff in the Town Report since many departments have new employees. The board agreed.

The Board discussed the town report dedication. The Board agreed on the annual report dedication for 2017. TAT Beaulieu will work with the Board Secretary to compile a draft dedication report for the Board to modify prior to completion.

TA Shepard informed the Board that the town will be hosting a Staff Appreciation and Wellness Luncheon on Thursday, December 21st, using funds received from HealthTrust through their Wellness Program. Selectmen were invited to attend.

AGENDA ITEMS:

1:30 Transfer Station 2018 Budget

Present: Kevin McGuire

The Board reviewed the approved budget from 2017. It was noted that the budget proposed for 2018 has been reduced. The Board recommended reducing some budget lines. After discussion, the Board agreed with a total figure of \$218,000 for the 2018 budget amount unless year end reports indicated a necessary change.

K. McGuire informed the Board that this year for the first time, funds have been returned to the town due to an increase in recycling efforts of staff and residents.

2:15 Highway Department 2018 Budget

Present: Road Agent John Kubik

RA Kubik discussed the 2018 proposed budget as well as anticipated funding for \$110,000 from FEMA for storm damage. The Board discussed the summer subcontractor expenses to be used as needed for various projects. RA Kubik explained that the cost for lawn mowing is justified rather than purchasing equipment and using town employees for this service. The Board recommended receiving winter sand and salt bids during the summer season rather than in the fall. The total proposed 2018 Highway Budget is \$641,657. Selectman Sabourn stated that he would like to see the end of year expense report before making a final decision.

3:00 Town Clerk/Elections 2018 Budget

Present: Brook Rose, Town Clerk

B. Rose discussed the proposed budget with the Board. R. Sabourn discussed the general supply line that includes a new computer. B. Rose explained that she is requesting a second computer for the second workstation that is expected to be installed next year. The Board agreed to reduce the operating expense line by \$1,000.

3:20 p.m. Selectwoman Peabody arrived at the meeting.

3:30 Library 2018 Budget

Present: Nina Sargent, Library Director, Diane Gravel, and Chris Welkie, Library Trustees.

Nina Sargent asked about New Hampshire Retirement rates. TAT Beaulieu informed her that the NHRS rates have increased.

N. Sargent brought up for discussion library volunteers, including court ordered community service workers and other volunteers who assist at the Library and asked if there is an additional liability to the town for volunteers.

TAT Beaulieu explained that there are risks involved if a volunteer were to become injured while providing a service to the Library as they are not covered by town insurance. N. Sargent explained that there is a high need for volunteers. The trustees discussed purchasing an insurance rider for volunteers. The Board and trustees agreed that the risk is too high to have

volunteers "working" at the Library and this will no longer occur. The trustees and the Board agreed that a volunteer could be hired as a part time employee with minimal hours and this would allow the town to be insured for liability reasons.

The Board agreed to increase the budget for salary, and the difference for FICA and insurance costs.

Nina Sargent agreed that she will update her budget figures in Accufund.

The Board discussed a recommended appointment for a library trustee alternate. The Board also discussed a salary increase for the part time assistant. TAT Beaulieu discussed potential changes in health care plans. After discussion, the Board made reductions totaling \$800.

4:15 Emergency Management 2018 Budget (Chief Miller)

Present: Chief Miller

The Board discussed the emergency management plan and the 2018 proposed budget. TAT Beaulieu suggested that the smart board training be included in the budget so that personnel can use the equipment. The Board suggested that Road Agent Kubik and TA Shepard attend this training as well and as many others as needed. The Board agreed that the training was important and should be in the budget. The total budget for Emergency Management is \$6,195 including the addition of the smartboard training. The TAT is looking into reducing the internet costs for the department, which would decrease the budget.

January 5, 2018 at 4:00 pm will be the ceremony for Corporal Gilman's promotion to Sergeant.

4:30 Mill Brook Road Citizen Concerns

Present: see sign in list

Jerry Sabolewski provided a letter containing 68 signatures petitioning the town to provide a program to maintain the road in its entirety. Residents are concerned for travel safety due to the road conditions. Mr. Sabolewski stated that the road needs more than patching and needs to be reconstructed in some areas. Discussion was held regarding damage caused by the flooding.

Chairman Paul-Hilliard stated that the town has experienced two major events in a short amount of time this year that has damaged infrastructure. He went on to explain that the scenic road status places many restrictions on what improvements can be done by the Town.

Chairman Paul-Hilliard stated that an average road re-build costs over 1.5 million dollars per mile. Smaller repairs are also expensive and would affect the tax rate. Chairman Paul-Hilliard explained that some town roads received noticeable improvements due to federal funding as well.

Barbara Sabolewski asked the board if the entire road need to be removed from scenic road status or if just a portion of it be removed. Chairman Paul-Hilliard believes that the townspeople can put forth their request to remove the scenic road status for the entire road or portions of the road. TAT Beaulieu explained the petition warrant article process for rescinding the scenic road status during town meeting.

Mr. Sabolewski stated that the residents on Mill Brook Road disagree that the scenic road designation prevents major improvements and they would like the repairs done and to keep the scenic road designation in place.

Chairman Paul-Hilliard agreed that the road needs improvements as do other roads in town and the board is aware that improvements that need to be made.

Selectman Sabourn explained that the road ditching needs to be completed. If the scenic road limitations are removed, then the Road Agent can come up with a plan to fix portions of this road and could make these improvements without the risk of the town being sued for working on a scenic road.

Residents were provided with printed information on how to rescind the Scenic Road Designation through a warrant article at town meeting.

5:00 Spectrum Cable Citizen Concerns

There was no public present for this scheduled appointment.

TA Shepard informed the board that two quotes were received and she is waiting on one more quote for the town computer service. One major change would be the town purchasing their own server instead of leasing one. The Board discussed the computer needs and the quotes received to date. TA Shepard will bring any additional information received back to the board for further discussion.

TAT Beaulieu informed the board that the current health plan provided by HealthTrust will no longer be available effective July 1, 2018. TAT Beaulieu went over the plans available as of 7/1/18. Discussion followed regarding options, deductibles, prescription costs, out of pocket costs for employees and costs to the Town of Thornton. The Board of Selectmen looked at several ways to limit increases to employees out of pocket costs.

5:45 2018 Draft Warrant Article Review

The BOS reviewed the Draft Warrant Articles. One clerical correction was made to Article 2.

Discussion followed relative to creating a warrant article in reference to the Campton-Thornton Fire Department Commissioners.

TA Shepard and TAT Beaulieu will continue to work on this and will reach out to the BOS for Campton for further discussion. They will have this information for the joint meeting scheduled with Campton and Ellsworth for Tuesday, January 9, 2018 at 6 pm at Campton Town Hall.

Non-public session pursuant RSA 91-A:3, II – (a-compensation)

6:45 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, Selectman Benton – yes, Selectman Gaites – yes, Selectman Sabourn – yes, Selectwoman Peabody - Yes.

Motion Passes: 5 – Yes, 0 – No

7:55 p.m. MOTION: “To come out of non-public session.”

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

7:56 p.m. MOTION: "To adjourn."

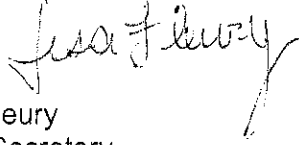
Motion: M. Peabody

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Respectfully submitted,



Jessi Fleury
Board Secretary