



TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: BRB 10/3/13
BOS Initial: BRB
Rec'd by Town Clerk on: 3/10/13
Town Clerk Initials: ZC

Board of Selectmen Meeting Minutes October 2, 2013

12:00 P.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, and Selectman Steve Morton.

ABSENT: Tammie A. Beaulieu, Town Administrator, Selectwoman Marianne Peabody, and Selectman J. Paul-Hilliard.

STAFF PRESENT: N. Decoteau, Administrative Assistant

PAYROLL MANIFEST

MOTION: "To accept the payroll manifest dated 10-4-2013 in the amount of \$25,435.69."

Motion: R. Sabourn
Seconded: S. Morton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

VENDOR MANIFEST

MOTION: "To accept the vendor manifest dated 10-4-2013 in the amount of \$268,675.60."

Motion: R. Sabourn
Seconded: S. Morton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

ACTION FOLDER

MOTION "To approve the timber tax levy for Mountain River Condo East PID 11-1-2, in the amount of \$247.79."

Motion: S. Morton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3– Yes, 0 – No

MOTION "To approve the ZCA permit #2013-22 PID 17-14-19 for Andries Duplessis single family home with attached garage as recommended by N. Decoteau."

Motion: S. Morton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3– Yes, 0 – No

MOTION “To approve the ZCA permit #2013-23 PID 17-4-5 for Kyle and Lauren Luce detached garage as recommended by N. Decoteau.”

Motion: S. Morton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3– Yes, 0 – No

Minutes Approval

The board agreed to approve the minutes of 9-18-2013 at their next meeting when more board members are present.

WELFARE MANIFEST

MOTION: “To accept the welfare manifest dated 10-5-2013 in the amount of \$774.98. ”

Motion: R. Sabourn
Seconded: S. Morton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

AGENDA ITEMS:

12:45 PM GLORIA KIMBALL

G. Kimball informed the board that during the Old Home Day event, the Grafton County Commissioners presented the Town of Thornton with a proclamation for their 250th Anniversary Celebration.

G. Kimball stated that this year would be a good year to incorporate the history of Thornton in the Annual Town Report and provided a copy of the presentation she did at the school on the town history. The board agreed that this is a great idea and believes that J. Fleury had suggested this theme for the town report as well.

BUILDING PROJECT UPDATE

Clerk of Works K. Bolger met with the board to provide an update of the building project. K.

Bolger stated that the water proofing has been completed, and installation of the frost wall is being installed this afternoon. The roof trusses are being manufactured. K. Bolger is meeting with Reese Construction as well.

K. Bolger stated that he met with the plumber to determine if a lift pump is needed for the holding cell as suspected. This meeting was free of charge. The plumber agreed that a lift pump is needed.

R. Sabourn asked if K. Bolger planned to initial approval of construction related invoices, such as the concrete work, before they are paid through the vendor manifest. K. Bolger agreed that he will initial the payouts prior to the board paying invoices.

K. Bolger referred to Section 5.6 of the contract with the architect regarding the schedule of further inspections. K. Bolger explained that the Board can waive the requirement for inspection with written notification. K. Bolger does not recommend additional testing beyond the concrete strength testing that has been completed. The structural requirement has been met and he has received written confirmation from the architect of this requirement being fulfilled. K. Bolger explained that the Town can request additional inspections if they feel necessary, but waiving the inspection schedule can save the Town additional funds and is a viable option considering the small size of the project. The board recommended that K. Bolger meet with N. Decoteau so that she can draft a letter stating that pursuant

to contract section 5.6 that the town will not be requiring any tests or reports as part of the architect contract as they are not required by law. If there becomes a need to specifically inspect then the Board will request an inspection. The board agreed to review and sign the letter at the next meeting. K. Bolger will make sure to attend the Selectman meetings to provide updates and to approve invoices before they are approved through the vendor manifest. K. Bolger also agreed to provide an invoice for his services every two weeks as well.

Fire Commission Update

K. Bolger updated the Board on the status of the hiring process for a new Fire Chief.

1:00 PM BID AWARD – TOP COAT PAVING 2013

Present:

Chairman Benton admitted the public notice as advertised in the Record Enterprise on September 12, 2013.

The board reviewed the bids received for the 2013 top coat paving as advertised in the record enterprise and Town website, as usual.

Four Bids were received:

<i>Blacktopped Inc</i>	<i>-\$88.35/ton</i>
<i>GMI Asphalt</i>	<i>-\$84.23/ton</i>
<i>R&D Paving</i>	<i>-\$86.30/ton</i>
<i>Rines Paving</i>	<i>-\$82.50/ton</i>

The sealed bids were opened September 30, 2013 at 9:00 a.m. by Nancy Decoteau and Road Agent Kubik as posted. Rines Paving was present at the bid opening. The Road Agent recommended GMI Asphalt at \$84.23/ton.

The board discussed the need for a finish top coat on Northpointe Road. The board discussed the recommendation of the Road Agent and the cost difference between the lower bid compared to the expected quality and work to be performed.

MOTION: “To award the top coat bid in the amount of \$84.23/ton to GMI Asphalt.”

Motion: S. Morton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3 – Yes 0- No

1:15 PM BECKY WILLIAMS – NHDES – PD TARGET

Present: Becky Williams and John Reagan from NHDES

John Regan and Becky Williams met with the board to discuss the PD Target.

S. Morton stated that the Board had requested some additional help from the state through Executive Councilor Ray Burton during a regularly scheduled informational meeting. R. Burton had informed the board that he would assist them in meeting with a commissioner from NHDES for help with the closure of the PD target. S. Morton stated that there are no contentious feelings toward NHDES, they are only seeking assistance with their project and explained the process events to date. S. Morton mentioned that it was recommended that the engineers inspect all 276 tires that were removed from the firing

range to look for bullet holes as this would indicate contamination. However, the necessity for this is unclear since a bullet hole does not necessarily guarantee contamination.

S. Morton explained that if all 276 tires are considered contaminated the cost to remove them would be prohibitive. In this case, the Town would like permission to put the tires back into the hill and reconfigure the shooting range.

B. Williams and J. Regan viewed the tire site to discuss further. S. Morton explained the miscommunication and difference of opinion between Aries engineers and the Selectboard. Discussion continued on the cost and tonnage for the removal of the materials.

B. Williams stated that NHDES cannot act as consultants or put together a plan or specify particulars on what to the town should do however they can provide a framework of options available for the town.

J. Reagan explained that there are different rules that govern active and inactive ranges and provided a table that outlines the regulatory approaches for each scenario. J. Reagan reviewed the regulations. The board agreed that they contacted NHDES to receive alternatives to the process that they received from the engineers since the cost was not feasible for the town.

B. William is pleased that the town was aware that they needed to contact officials regarding possible contamination and for being responsible. She stated that contacting an engineer was a good place to start. Aries engineers communicated to her that they combined steps in the process since they felt that time was a critical factor for the town. S. Morton stated that this was the case previously but is not a critical factor at this point.

B. William was surprised with the amount of material that would be shipped off site as hazardous as recommended by Aries, as this is not typical. B. William stated that the different ways that the remediation can be completed and explained that the level of contamination will affect the cost per ton.

J. Reagan stated that the real issue is the lead and the level of contamination. There are alternatives available that include removing hazardous waste or treating the waste to remove the hazard and determining if the tires are actually hazardous. This is a question that B. William will research further.

B. William explained that the consultants are available to provide options to the Town with expected costs, and the State will review those options with the consultants and determine if the options are acceptable.

The board agreed that these options make better sense for the town. S. Morton stated that the Chief has indicated interest in moving the firing range using the same materials while minimizing the cost. S. Morton asked if an engineer service is needed. B. William agreed that the town should utilize an engineer/environmental consultant to obtain a plan and to recommend options.

S. Morton asked if they could move the existing material approximately 30 feet and use the recommended boxes to hold the material to prevent further contamination. B. Williams and J. Reagan stated that they would have to check into this option further. They agreed that they also need to research if an engineered plan is needed to reconfigure the range as well.

S. Morton asked for a list of contractors that are classified as environmental consultants/licensed professionals. J. Reagan can provide a list for the town to use to find a suitable consultant.

R. Sabourn would like a list of consultants that have worked on shooting ranges in the past for a baseline to contact for the needs of Thornton. J. Reagan agreed to provide consultant/licenses professionals to the town.

B. Williams agreed to send a letter to the town as a response to this meeting and to outline the town's options for moving forward based on their intent of the shooting range.

Chief Moller stated that the tires that were moved were not contaminated according to Aries Engineering. Chief Moller questioned if these tires can be moved off site since they are not hazardous. B. Williams does not recommend moving any of the tires off site at this time.

Chief Moller asked if NHDES can assist the town in writing an RFP for consultant services to make sure their needs are covered. J. Reagan stated that they can provide general guidance with the language to make sure that it coordinates with the state regulations.

The board thanked B. Williams and J. Reagan for attending their meeting and for providing additional information.

PUBLIC FORUM

Carol Stuart from Woodwinds Subdivision met with the board to discuss a long-standing concern related to parking on the side of Orris Road which has become acute over the last few weeks. She has concerns of the parking on the street due to the potential of blocking emergency vehicles as well as concerns related to access of the dry hydrant by emergency personnel. The town has posted no parking signs in the past however, they have been ignored and this creates a safety concern for the residents.

Chief Moller was not aware of the issue this week as they did not receive any complaints but encouraged Ms. Stuart to contact the Police Department when the situation is occurring so that they have an idea of the situation. Chief Moller stated contacting the National Forest regarding increasing the parking lot size might be an option. Chief Moller also stated that if there is a safety hazard, this has to be determined and the department would need a phone call so that they can view the area and make determination. In addition, the town does not have a parking ordinance in place allowing her to enforce the no parking signs that have been placed.

R. Sabourn stated that this is the first time the Board of Selectmen are hearing this complaint in the seven years he has been on the board. He understands that these complaints may have been brought to the Police Department. R. Sabourn recommends creating a parking ordinance to address safety concerns such as these. The board agreed.

J. Demeritt informed the board that he went to a law lecture at NHMA with N. Decoteau and David Gravel on conditions of approval and drafting language. J. Demeritt believes that not all of the board members are participating in the educational opportunities for the zoning board and planning boards. The board agrees that educating board members is vital to the success of the boards.

TOWN ADMINISTRATOR REPORTS

N. Decoteau presented information in the absence of Town Administrator Beaulieu

N. Decoteau stated the town office received a request from K. Collins, a student at Thornton Central School, to leave a petition at the town hall in an effort to receive signatures for a project. The board

agreed that this is not a practice that the board has supported in the past. R. Sabourn would like to see a letter from the property owner indicating support of the project as a starting point.

N. Decoteau asked for clarification that M. Conn, Bookkeeper, should not include invoices from CCI in the vendor manifest unless reviewed and approved by Kelly Boldger, Clerk of Works. The board agreed that the current invoice from CCI in this vendor manifest is fine, however in the future she should wait for approval from K. Boldger.

D. Mahurin received a call from J. Parziale in Millbrook concerned that they do not have water. D. Mahurin informed the resident that the Town does not provide water in that area and recommended contacting other agencies that could help them. M. Peabody was contacted as the health officer by a resident and is meeting with Jim Ingram at 6:30 at the Falls as the health officer. R. Sabourn stated that the town has no jurisdiction over this and that Jim Ingram is the person that residents should be contacting.

D. Mahurin stated that only three tax delinquent properties were deeded to the town.

SELECTMEN COMMENTS

S. Morton stated that Time Warner and Comcast reps met at the town hall on Monday. The town has been automatically renewed in their contract for the next four years. S. Morton does not feel that now is the time to negotiate a new contract with Time Warner, and four years from now there will be other changes that will need to be negotiation as well. The board agreed that no further negotiations between the town and Time Warner take place until the current contract is due to expire again. The board agreed to the 3% franchise fee as well. B. Christiansen agreed to send a letter to the town confirming this process as discussed during the meeting.

B. Benton feels that the board should consult with the National Forrest regarding the parking issues and safety concerns on Orris Road and the Thornton police officer scheduled on the weekend should visit the site and take pictures. The board agreed to draft a parking ordinance and install parking signs indicating where parking is allowed. S. Morton agreed and offered to discuss this situation with the new head of the Pemi-District Ranger Station in an effort to come to a solution.

SIGNATURE FILE:

The Board signed a letter to L. Klotz dated Sept 20, 2013 accepting L. Klotz's resignation as fire commissioner.

Chairman B. Benton signed the Plodzick & Sanderson agreement letter dated September 27, 2013.

MOTION 3:23 P.M.: "To adjourn."

Motion: R. Sabourn
Seconded: S. Morton
Discussion: None.
Motion Passes: 3 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary

Draft posted 10/9/2013

TOWN OF THORNTON
Selectmen's Agenda
October 2, 2013
Noon

12:00 PM Flag salute

Work session – (no public input)

Manifest
Signature Folder
Action Folder reviewed by Board for discussion later
Mail Folder

Motion and sign the payroll and vendor manifest

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

12:45 PM Gloria Kimball –Present 250th Certificate from the Grafton County Commissioners

1:00 Bid Award- Top coat paving 2013

1:15 Becky Williams – NHDES – PD Target

Non – public pursuant to RSA 91-A: 3, II (a- personnel, c –reputation)

Action Folder (no public input)

Board of Selectmen Item Discussions (no public input)

Public Forum (5 minute session per person)

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
October 2, 2013
SIGN IN SHEET (Please Print)

- 1 JAMES JEMERITT 76 Fadden Rd
- 2 GLORIA KIMBALL 136 MILLBROOK RD
- 3 Kelly Bolger
- 4 Carol Stewart 262 Orris Road
- 5 Chief Moller Police Dept
- 6 REBECCA WILLIAMS NHDES
- 7 John Regan NHDES
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