



**TOWN OF THORNTON
BOARD OF SELECTMEN**

Approved on: 4/30/14
BOS Initial: LM
Rec'd by Town Clerk on: 5/6/14
287

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**Board of Selectmen Public Meeting Minutes
April 16, 2014**

Chairman S. Morton opened the meeting at 4:10pm and led the Pledge of Allegiance.

ROLL CALL: Chairman, S. Morton Vice-Chairman, J. Paul-Hilliard Selectwoman, M. Peabody
Selectman, B. Benton Selectman, R. Sabourn

STAFF PRESENT: Tammie A. Beaulieu, Town Administrator

The following motion was made at 4:13pm:

MOTION: "To enter non- public sessions pursuant to RSA 91-A: 3, II a-personnel, b- hiring and c-reputation."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: Roll Call Vote: B. Benton – Yes R. Sabourn- Yes M. Peabody-Yes
J. Paul-Hilliard-Yes S. Morton - Yes

Motion Passes: 5 – YES, 0 - NO

At 5:25pm Board returned from non-public session and took the following action:

MOTION: "To come out of non- public sessions pursuant to RSA 91-A: 3, II a-personnel, b- hiring and c-reputation."

Motion: M. Peabody

Seconded: B. Benton

Discussion: None

Motion Passes: 5 – YES, 0 - NO

MOTION: "To make a conditional offer of employment to Candidate #2 for the position of Deputy Tax Collector Municipal Clerk part-time position labor grade four step four."

Motion: B. Benton

Seconded: M. Peabody

Discussion: None

Motion Passes: 5 – YES, 0 - NO

MOTION: "To accept with regret the letter of resignation from Chief Aimee Moller."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None

Motion Passes: 5 – YES, 0 - NO

MOTION: "To approve the welfare manifest in the amount of \$1,358.96."

Motion: B. Benton

Seconded: R. Sabourn

Discussion: None

Motion Passes: 4 – YES, 0 – NO Abstained: M. Peabody

MOTION: "To approve the following:

**Intent to Excavate submitted by Jerel and Shirley Benton for PID#10-3-41,
Intent to Excavate submitted by L. E. Johnston Construction for PID#15-4-30,
Intent to Excavate submitted by L. E. Johnston Construction for PID#15-4-69,
Intent to Excavate submitted by J. Sanborn & Sons for PID#6-6-6-8."**

Motion: M. Peabody

Seconded: B. Benton

Discussion: R. Sabourn asked if the taxes are current on the properties for which an Intent to Excavate is being considered. It was determined that the Planning Board requires and holds a bond for any Intent to Excavate as necessary.

Motion Passes: 5– Yes, 0 – No

**MOTION: "To approve the Intent to Cut submitted by R&F Woodworth for PID# 06-09-20."
PID# 06-02-23."**

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: S. Morton stated there is a notation that the taxes are current.

R. Sabourn asked who was doing the logging.

It was determined that B. Rineer is listed as the logger on the Intent.

Motion Passes: 5– Yes, 0 – No

MOTION: "To approve the Board of Selectmen meeting minutes of March 5, 2014 as amended."

Motion: B. Benton

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 4– Yes, 0 – No Abstained: J. Paul-Hilliard

MOTION: "To approve the Board of Selectmen meeting minutes of March 13, 2014 as presented."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5– Yes, 0 – No

MOTION: "To approve the Board of Selectmen meeting minutes of April 2, 2014 as amended."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4– Yes, 0 – No Abstained: B. Benton

MOTION: "To appoint the following individuals as deputy fire wardens:

**Paul Steele Jr. of Campton,
David Lavoy of Campton and
Josh Fitz of N. Woodstock."**

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: M. Peabody questioned whether the Thornton Selectmen should be appointing deputy fire wardens who live in towns other than Thornton.
S. Morton noted the appointing authority under the Intergovernmental agreement is the Board of Selectmen in each town.
S. Morton stated that if the Board of Selectmen in Campton and Ellsworth also vote to appoint the individuals as deputy fire wardens then the process is following the correct procedure.
R. Sabourn questioned appointing an individual who lives outside of the three towns included in the intergovernmental agreement.
The Board determined to research the issue and consider it again at a future meeting.

Motion Tabled:

**MOTION: "To approve the \$500 Veterans Tax Credit applications submitted by the following:
Ripley for PID# 8-7-1,
Hubbard for PID# 15-1-39,
Thompson for PID# 17-1-15,
Decoteau for PID# 17-1-21 and
Frisbee for PID# 17-1-27
and to deny the \$500 Veterans Tax Credit application submitted by the following:
LeBlanc for PID# 0-1-02-07."**

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

**MOTION: "To approve the request for a withdrawal from the Trustee of the Trust Funds
Capital Reserve for Bridge Repair and Maintenance in the amount of \$ 2,495.80 for
HEB Engineers."**

Motion: R. Sabourn
Seconded: J. Paul-Hilliard
Discussion: None.
Motion Passes: 5— Yes, 0 – No

**MOTION: "To approve the abatement of a total amount of \$13.06 for a small balance write-off
on the following properties for the amounts listed:**

**Berry for PID # 15-4-27 in the amount of \$ 2.30
Flinkstrom for PID #11-3-4 in the amount of \$ 0.10
Kennedy for PID #12-1-12 in the amount of \$ 3.08
Moccio for PID #17-7-4102A in the amount of \$ 1.72
Moss for PID #16-1-220 in the amount of \$ 4.86
Zarnowski PID # 16-5-12 in the amount of \$ 1.00."**

Motion: R. Sabourn
Seconded: B. Benton
Discussion: M. Peabody asked if this related to a warrant article that permitted the Tax Collector to abate an amount up to \$5.00. T. Beaulieu clarified that the motion is to allow the Tax Collector to clear a balance due that resulted from differences in the interest date and payment date.

Motion Passes: 5— Yes, 0 – No

MOTION: "To approve the request for a withdrawal from the Trustee of the Trust Funds Capital Reserve for Highway Equipment Vehicle and Major Maintenance in the amount of \$ 28,250.00 for a Pro Pac Compactor."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: R. Sabourn asked what the budgeted amount was for this item.

T. Beaulieu stated \$30,000.00 was budgeted for the item.

T. Beaulieu further explained that the cost of transporting the item to Thornton is included in the total.

S. Morton reported that Road Agent J. Kubik had done a good job researching and finding the best deal possible.

Motion Passes: 5– Yes, 0 – No

MOTION: "To approve the Town of Thornton Investment Policy for 2014 which includes no changes from the 2013 Investment Policy."

Motion: R. Sabourn

Seconded: B. Benton

Discussion: R. Sabourn asked if there were any changes from the 2013 policy.

T. Beaulieu responded that there are no changes from the 2013 policy.

Motion Passes: 5– Yes, 0 – No

MOTION: "To approve the Yield Tax Warrant for First Mag 7 Family for PID# 6-12-9C, 6-12-9 and 6-9-50 Operation # 13-499-012-T in the amount of \$2,262.38."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: R. Sabourn asked for some detail on the amounts/types of wood cut.

S. Morton read the amounts listed on the Report of Cut.

R. Sabourn noted a temporary driveway permit was attached to the Report of Cut.

Motion Passes: 5– Yes, 0 – No

MOTION: "To approve the Yield Tax Warrant for S. Benton & J. Benton for PID# 11-1-3 Operation # 13-449-015-T in the amount of 794.37."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: R. Sabourn asked if the bond posted has been released.

S. Morton stated that the Yield Tax will be paid out separately and the remaining bond will be released at the next meeting.

S. Morton further explained that S. Benton has submitted a new Intent to Cut and will post a new bond if necessary as part of the approval process on the new Intent to Cut.

Motion Passes: 5– Yes, 0 – No

MOTION: "To approve the Yield Tax Warrant for R. Steele & B. Noseworthy for PID# 11-1-66 Operation # 13-499-003-T in the amount of \$3,414.75."

Motion: M. Peabody

Seconded: B. Benton

Discussion: R. Sabourn asked for some detail on the amounts/types of wood cut.

S. Morton read the amounts listed on the Report of Cut.

Motion Passes: 5– Yes, 0 – No

S. Morton reviewed correspondence in the Enforcement folder and updated the members that a concern had come in regarding the existence of a residential structure in Sugar Run not being assessed properly.

S. Morton informed the Board that the property has been reviewed by the Assessor and that the property record card will be corrected as necessary.

PUBLIC INPUT:

Students were present from Plymouth Regional High School fulfilling a requirement of their civics class and asked the Board to sign the form verifying their attendance.

J. Demeritt stated a team of three representatives from the Campton/Thornton Fire Department (CTFD) attended the Swift Water Drill in Bedford which was funded by Homeland Security and received a high score for their performance.

J. Demeritt stated the Sunday breakfasts put on by the CTFD will begin May 11, 2014.

J. Demeritt stated it is now possible to obtain Fire Permits on-line through a link on the CTFD website at a cost of \$3.00.

J. Demeritt clarified that there is no cost for a Fire Permit if it is obtained at the Fire Department.

J. Demeritt agreed to ask Chief Defosses to send something to the Thornton town office so that a notice can be added to the PEG- Public Access Channel regarding getting Fire Permits on-line.

J. Demeritt stated that the Fire Department is working on getting the information together regarding the purchase of the new fire truck and that he will keep the Selectmen updated regarding the new truck.

S. Morton asked if there is a dollar amount that determines the difference between apparatus and personal property as far as purchasing items for the Fire Department.

R. Sabourn offered that apparatus is usually defined as items having wheels and anything else would be called equipment.

S. Morton noted that the two categories named in the intergovernmental agreement are termed "apparatus" and "personal property".

S. Morton suggested an improvement that can be made at the Fire Department is that once the current inventory list is established it should be maintained/updated on an on-going basis rather than a once a year review for insurance purposes.

S. Morton stated that it is not so much assigning a value to all the equipment but rather having an accurate up-to-date list of all the equipment.

J. Demeritt confirmed that he will continue to work on getting an inventory list.

TOWN ADMINISTRATOR PRESENTS:

T. Beaulieu reported she attended a seminar on the financial software the town uses; Accufund.

T. Beaulieu reported that Chief Defosses stopped in to inform her the CTFD is working on the items such as the inventory that have been requested and that he invited the Board of Selectmen to visit the station and view the equipment.

T. Beaulieu reported that Chief Defosses is working on a personnel policy that will include the practices followed by the CTFD.

T. Beaulieu reported that Road Agent, J. Kubik, would like the Board to consider changing the 10-wheeler listed on the CIP to an excavator.

J. Paul-Hilliard reported that he had spent time discussing road issues with J. Kubik earlier in the day and suggested that a rubber tired excavator would meet the needs in the Town of Thornton.

J. Paul-Hilliard stated that J. Kubik has identified some used machines that are available.

J. Paul-Hilliard reported that he suggested J. Kubik visit someone who has a rubber tired excavator and try it out.

S. Morton stated that it is the opinion of the Road Agent that moving the priority from the 10-wheeler to the excavator is in the best interest of the town.

B. Benton expressed his concern regarding renting v. owning equipment.

A brief discussion followed regarding the pros and cons of renting and owning equipment.

J. Paul-Hilliard suggested that if the Board is not supportive of purchasing the equipment that one could be rented initially to provide the opportunity for the Road Agent to gage the benefits of having the machine available.

S. Morton stated that the Road Agent should be allowed to rent a rubber-tired excavator to gain some experience with the equipment and what it can do.

T. Beaulieu stated that last year the highway department spent \$ 5,860.00 to rent an excavator for four weeks.

T. Beaulieu suggested allowing the Road Agent to rent a rubber-tired excavator for eight weeks and hold off on purchasing the 10-wheeler so that if it becomes apparent the rubber-tired excavator works well for the town the option to purchase one would still be available.

The Board agreed to allow the Road Agent to pursue the option of renting a rubber-tired excavator this year and pay for it out of the FY2014 highway operating budget and to hold off on the purchase of the 10-wheeler for now .

SELECTMEN PRESENTS:

M. Peabody stated the Beautification Committee met on April 14, 2014 and questioned if there is going to be a ramp on the new portion of the building.

R. Sabourn stated the ramp will be located in the front of the building, and the wood railing and stairs there now are temporary.

M. Peabody asked if the Board of Selectmen plan to have the new grass area at the Town Office building limed this year and stated that the Beautification has a limited budget.

S. Morton stated there is some lime and grass seed left from last year that can be used.

R. Sabourn stated that Lakes Region Mutual Aid provided a list of all the communities that are members and a complete list of all the rolling stock of each town.

R. Sabourn noted that the CTFD is the only fire department to list five engines.

R. Sabourn stated there are approximately 30 member towns, 6 towns list having four trucks and that most of the other towns list 2 or 3 trucks.

R. Sabourn stated that the list provides a good benchmark for what type of equipment a fire department needs.

R. Sabourn stated he will work on getting the specifics of the proposal to survey Chickenboro Road in the upcoming weeks now that the snow is gone.

T. Beaulieu asked when the Board wanted to schedule a meeting with the CTFD.

R. Sabourn stated that the meeting should take place sometime during the end of May or beginning of June.

T. Beaulieu stated that \$2,000 has been encumbered for the highway department to do the ramp at the new police entrance and asked if that would be enough to complete the project.

R. Sabourn stated his opinion that the \$2,000 would likely cover the cost of the project.

M. Peabody asked if the window in the police lobby is part of a grant.

T. Beaulieu stated that Chief Moller is working with P. Hatch on a Homeland Security Grant to help pay for the cost of the safety glass for the lobby window.

The following motion was made at 9:25pm:

MOTION: "To adjourn."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None

Motion Passes: 5 – Yes, 0 – No

Respectfully submitted,

Nancy Decoteau

TOWN OF THORNTON
Selectmen's Agenda
April 16, 2014
4:00 PM

4:00 Pledge of Allegiance

Non Public Agenda Items: Non-public sessions pursuant to RSA 91-A: 3, II
(A-personnel, b- hiring & c-reputation)

4:00 PD Personnel (a - personnel) Chief Moller

4:30 PD Personnel (a - personnel) Sgt. Diamond

5:15 Interview Committee hiring process – Deputy Tax Collector/Municipal Clerk
(b- hiring)

6:00 Welfare manifest (c- reputation)

6:15 Work session – Review of all folders listed (no public input)

Manifest

BOS motion/Signature Folder

Action Folder reviewed by Board for discussion later

Zoning Enforcement Folder

Mail Folder

Motion and sign the payroll and vendor manifest

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

No appointments

Town Administrator presents (no public input)

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
April 16, 2014
SIGN IN SHEET (Please Print)

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