



## TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: 9/3/14  
BOS Initial: [Signature]  
Rec'd by Town Clerk on: 9/3/14  
Town Clerk Initials: [Signature]

### Board of Selectmen Meeting Minutes August 20, 2014

**5:00 P.M. Chairman Morton opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance.**

**ROLL CALL:** Chairman Morton, Selectwoman Marianne Peabody, and Selectman Roy Sabourn.

**STAFF PRESENT:** Tammie A. Beaulieu, Town Administrator, Jessi Fleury, Secretary

**ABSENT:** Vice-Chairman John Paul-Hilliard, Selectmen Brad Benton

**Chairman Morton began the regular meeting at 6:11 PM.**

#### *Police Department Update*

Chief Diamond informed the board that he received the plans from Stuart at Alba Architects for the generator location. Chief Diamond also received firing range specifications that he has forwarded to Sylvia Clark from Stoneciphor and Clark to provide feedback as to the preferred location of the firing range. The board discussed the generator size and whether additional permits are needed.

Chief Diamond reminded the board that Tuesday is the opening day of school and he plans to provide a written reminder informing motorists traveling over the speed limit of the reduced speed requirement for school zones per RSA. The board discussed the flashing lights in the school zone and asked Chief Diamond to contact John Francis at the SAU office to have the lights updated to correspond to the school hours.

#### **6:11 PM NON PUBLIC**

**6:20 PM MOTION: "To enter nonpublic session per RSA 91-A:3, II (b & c)."**

Motion: M. Peabody

Seconded: R. Sabourn

Roll Call: Roy Sabourn – Yes

Steve Morton – Yes

Marianne Peabody – Yes

Motion Passes: 3– Yes, 0 – No

**6:31 PM MOTION: "To exit non-public session."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 3– Yes, 0 – No

**WELFARE MANIFEST**

**MOTION: "To accept a welfare manifest dated 8-23-2014 in the amount of \$800.00."**

Motion: R. Sabourn  
Seconded: S. Morton  
Discussion: None.  
Motion Passes: 2- Yes, 0 - No                      Abstained: M Peabody

**MOTION: "To make a conditional offer of employment for Matthew Bowers for the part-time patrol officer position with the Police Department effective August 25, 2014 at Labor Grade 6 Step 4."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3- Yes, 0 - No

**ACTION FOLDER**

**SIGNATURE FILE:**

- Letter to S. Shaughnessy re property purchase opportunity
- Letter to Tax Deeded property owners Noel Frame PID 15/1-14, Dennis Cash PID 17/5-6, Mae Granata PID 11/3-120, Jacquelyn Loud and Leonard Seitz PID 13/5-4D1, Christopher and Joan MacDonald PID 15/4-22, David and Diane Dougherty PID 17/5-9, Arthur Fusco PID 17/5-1, Snikle Realty Trust PID 17/7-3401, re: option to re-purchase tax deeded property.

**VENDOR MANIFEST**

**MOTION: "To accept vendor manifest dated 8-22-2014 in the total amount of \$142,950.76."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3- Yes, 0 - No

**PAYROLL MANIFEST**

**MOTION: "To accept a payroll manifest dated 8-22-2014 in the amount of \$21,848.23."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3- Yes, 0 - No

*Minutes Approval*

**MOTION: "To approve the Board of Selectmen public meeting minutes of 8-6-2014 as amended."**

Motion: M. Peabody  
Seconded: R. Sabourn  
Discussion: None.  
Motion Passes: 2- Yes, 0 - No                      Abstained: S. Morton

**MOTION: "To approve appointments for the position of Ballot Clerk for Heather Baldwin, John Gaites, Marolyn Fillion, and Sara Harris for a two year term to expire on October 31, 2016."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3- Yes, 0 - No

*Five-Year Tax Credit/Exemption Review*

TA Beaulieu explained that the requalification process occurs every five years and are typically scheduled at the same time as the revaluation schedule. R. Sabourn suggested that the board discuss changing the requalification process from once every five years to once every two years. TA Beaulieu agreed to schedule this discussion on a future agenda when a full board is present.

**MOTION: "To grant three elderly exemptions for the following residents: Geraldine Benton, PID 11/4-21, for \$40,000; Dennis Day, PID 16/4-28 for 30,000; Janet Downing, PID 10/2-7 for \$30,000."**

Motion: M. Peabody  
Seconded: R. Sabourn  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

**MOTION: "To grant a disabled exemption for Cathryn Sylvester, PID 10/8-4 for \$40,000."**

Motion: M. Peabody  
Seconded: R. Sabourn  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

*North Country Scenic Byways Council Formation and Thornton's Membership*

The board reviewed membership information from the North Country Council and agreed to discuss the town's membership options when a full board is present.

*Agreement for Entry and Purpose Form*

**MOTION: "To approve the agreement for entry and purpose form submitted by Russ Gilman of 414 Upper Mad River Road for the purpose of dumping ditching materials."**

Motion: M. Peabody  
Seconded: R. Sabourn  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

*HEB - Bridge Easement*

The board reviewed draft easements for the association members on Covered Bridge Road for the replacement of the Millbrook Bridge to review. Final easements will be prepared once the construction process nears. R. Sabourn reviewed the deeds referenced by C. Fournier. R. Sabourn noticed a discrepancy in the survey for the temporary construction easement regarding boundaries completed by HEB, and contacted C. Fournier to discuss further. R. Sabourn recommended that C. Fournier speak with the staff surveyor that completed the survey to prevent the possibility of future conflict. C. Fournier agreed to look into this further and respond the board. R. Sabourn agreed with the wording proposed by HEB for the home owner association easement.

*Concerned Citizen Issue*

The board reviewed a concerned citizen form referencing Blake Mountain Cottages with concerns that the cottages meet building, fire and health codes if they are being rented. R. Sabourn suggested having the zoning compliance officers, Police Chief, Health Officer, and Fire Chief visit the property to complete further investigation to determine if the property is being rented and that the buildings meet current codes. The board will require written reports from the Zoning Compliance Officer, Police Chief, Health Officer, and Fire Chief to allow for discussion at the next board meeting. S. Morton will contact the property owner to schedule a visit.

*ZCA*

The board discussed the current procedure for making betterments to properties and whether or not to require a ZCA for improvements that do not change the physical layout of an existing building. The

board agreed that a zoning compliance form is needed only if a property owner is changing the existing footprint or making a structural or use change to the existing building. The board reviewed ZCA application #2014-11 and agreed that the form is not necessary for the work being proposed.

#### *Planning Board Request*

The Board of Selectmen reviewed a request for information from the Planning Board regarding the Selectboard's previous recommendation for requiring one acre per dwelling unit. The board discussed the zoning requirements. The board agreed that they haven't changed their position on the need to have the zoning ordinance rewritten to include the language that would allow only one individual dwelling unit on one, one-acre parcel. The Selectboard recommended that the Planning Board look into the requirements of other towns and the recommendations provided previously by planning specialists.

### **TOWN ADMINISTRATOR REPORT**

#### *Stoneciphor and Clark*

S. Clark will present at the next board meeting to provide options for the firing range. The board agreed that the new generator plan will impact the firing range and this will be discussed during the next board meeting.

#### **Tax Collector Deeding Update**

TA Beaulieu informed the Board that a payment was received for tax property deeded referenced as PID 15/4-19 at 32 Morrill Lane prior to the Board motioning to deed the property, therefore this property was not deeded by the Town.

TA Beaulieu received a phone call from Luke Glavey regarding the deeding of property owned by Leonard Sikes and Jacquelyn Loud because there is a lien from the association. TA Beaulieu informed the board that the current process is followed for the re-sale of tax deeded properties but also includes collecting a separate check for association fees since this property is part of an association. This prevents the Town from having to pay association fees for properties taken by tax deed. The board agreed with this process.

#### *Michaud – BTLA Property*

TA Beaulieu provided a settlement statement 16/1-08LS03 BTLA docket #26858-12PT for the board to review. The Board recalled previous communication with Avitar regarding this property and agreed to settle rather than challenge the abatement request as discussed at the previous meeting.

**MOTION: "To approve the settlement agreement between Adriene Michaud and the Town of Thornton referenced as BTLA Docket # 26858-12PT for property at 7 Linkside Drive, PID 16/1-08LS03."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

#### *2012-2013 Abatements*

**MOTION: "To approve a 2012 abatement for Adreine Michaud for \$1,094 for property at 7 Linkside Drive, PID 16/1-08LS03."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

**MOTION: "To approve a 2013 abatement for Adreine Michaud for \$1,605.00 for property at 7 Linkside Drive, PID 16/1-08LS03."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3- Yes, 0 - No

*Capital Reserve Request*

**MOTION "To withdraw funds from the Bridge Repairs and Maintenance Capital Reserve Account in the amount of \$2,501.12 to cover H.E. Bergeron Engineers, Inc. for professional engineering services for the project 2012-072 Covered Bridge Road Bridge #183/107 over Mill Brook."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3- Yes, 0 - No

**PUBLIC INPUT**

No Public Present.

**SELECTMEN COMMENTS**

*R. Sabourn* informed that a Fire Asset Committee meeting is scheduled for tomorrow evening at Campton.

S. Morton attended a meeting this morning with Chief Diamond, RA Kubik, John Morrissey WMNF Pemi District Ranger, Carol Stewart and her husband from the Woodwinds regarding the parking issues on Orris Road. S. Morton will send the TA an email outlining their meeting. S. Morton explained that installing a new parking lot would take years to accomplish. In the meantime, the Town is cutting back brush in their right-of-way and making sure the surfaces are smooth so that people can pull off the road farther, and making sure the no parking signage is adequate. S. Morton is also looking into the cost to paint yellow lines on the pavement to indicate where parking is not allowed. These efforts should help in the flow of traffic and keeping the fire lane clear.

**8:45 P.M. MOTION: "To adjourn."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3 - Yes, 0 - No

Respectfully submitted,

Jessi Fleury  
Board Secretary

**TOWN OF THORNTON**  
**Selectmen's Agenda**  
**August 20, 2014**  
**5:00 PM**

5:00 Pledge of Allegiance

Work session – (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)

6:00           **Non-public sessions pursuant to RSA 91-A: 3, II**  
6:00   welfare manifest (c-reputation)  
6:15   Rod Diamond –Police Department (b-hiring)

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**  
**August 20, 2014**  
**SIGN IN SHEET (Please Print)**

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