



**TOWN OF THORNTON  
BOARD OF SELECTMEN**

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

Approved on: 9/2/14  
BOS Initial: [Signature]  
Rec'd by Town Clerk on: 9-23-14  
Town Clerk Initials: [Signature]

**Board of Selectmen Meeting Minutes  
September 3, 2014**

**12:00 P.M. Chairman Morton opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance.**

**ROLL CALL:** Chairman Morton, Vice-Chairman John Paul-Hilliard, Selectmen Brad Benton Selectwoman Marianne Peabody, and Selectman Roy Sabourn.

**STAFF PRESENT:** Tammie A. Beaulieu, Town Administrator

**Chairman Morton began the regular meeting at 12:07 PM.**

**ACTION FOLDER**

***VENDOR MANIFEST***

**MOTION: "To accept vendor manifest dated 9-5-2014 in the total amount of \$614,135.18."**

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 3– Yes, 0 – No

Abstained: R. Sabourn M. Peabody

***PAYROLL MANIFEST***

**MOTION: "To accept a payroll manifest dated 9-5-2014 in the amount of \$20,358.84."**

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4– Yes, 0 – No

Abstained: R. Sabourn

***Minutes Approval***

**MOTION: "To approve the Board of Selectmen public meeting minutes of 8-20-2014 as amended."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 3– Yes, 0 – No

Abstained: J. Paul-Hilliard and B. Benton

**SIGNATURE FILE:**

- Letter from Plodzick & Sanderson re: auditor engagement letter

**MOTION: "To appoint Beverly MacIntosh for the position of Ballot Clerk as a substitute for the upcoming election."**

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

**1:00 PM SYLVIA CLARK – PD FIRING RANGE**

*Present: Chief Diamond, S. Clark*

S. Clark researched options for the Town for the re-opening and relocation of the firing range. S. Clark discussed the two options; the first is the soil remediation option of removing the soil off site as hazardous waste, without sifting the lead. The option includes certified personnel to be onsite during the removal process as well as during tire inspection prior to soil removal. The quote for this removal option is between \$12,000 and \$14,000. The second option includes sifting the soil on site and reusing the soil as well as the removal of tires. Both options include the town highway department performing some labor. This option costs \$5,500 to \$7,000. Northeast Resource Recovery, Epsom NH, suggested that on site tire grinding is not an option. The offsite disposal of the tires (estimated at 400-500 tires) is about \$2,700.00.

J. Paul-Hilliard asked how this project will be funded. TA Beaulieu explained that since the funds that the CIP designated are not useable at this time, the cost will be expended from the building and maintenance account and Chief Diamond will offset this account in the Police Department budget.

S. Clark discussed post-remediation including concertina boxes as recommended by Chief Diamond for an estimated \$3,200. S. Clark described the boxes and their benefits as well as other options. The board discussed moving the firing range or keeping the range in the same location. S. Clark recommends the option of sifting the soil for re-use of the soil on site and having the tires removed off site with the use of concertina boxes for the new range for a total estimated cost of \$12,000 to \$15,000.

S. Morton asked if the hazardous tires could be stacked behind the new range to save \$2,700 for the removal of the tires. S. Clark will research. Chief Diamond clarified that the concertina boxes serve as dividers but that the officers shoot into the land berms. Chief explained the purpose of the boxes.

The board agreed to move forward with the second option as recommended by S. Clark to include sifting the soil to be reused on site and having the tires removed off site with the use of concertina boxes/earth berm combination for the new range.

**NON PUBLIC SESSION**

**2:11 PM MOTION: "To enter nonpublic session per RSA 91-A:3, II (a)."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Roll Call: Roy Sabourn – Yes                      Steve Morton – Yes              John Paul-Hilliard - Yes  
                  Marianne Peabody – Yes              Brad Benton - Yes  
Motion Passes: 5- Yes, 0 - No

**2:41 PM MOTION: "To exit non-public session."**

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

TA Beaulieu informed the board that she has completed the resale and tax closing process on four tax collector's deeds.

**MOTION: "To approve the resale of tax deeded properties known as PID 17-5-9 to David and Diane Doherty in the amount of \$14,720.40."**

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

**MOTION: "To approve the resale of tax deeded properties known as PID 15-4-22 to Christopher and Joan MacDonald in the amount of \$2,394.56."**

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

**MOTION: "To approve the resale of tax deeded properties known as PID 17-5-1 to Arthur Fusco in the amount of \$15,720.25."**

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

**MOTION: "To approve the resale of tax deeded properties known as PID 17-7-3401 to Snikle Realty Trust, David Elkins Trustee in the amount of \$9,795.59."**

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

TA Beaulieu informed the board that she has two closings scheduled, one for tomorrow and one for September 10. TA Beaulieu requested that the board consider motioning to approve the resale of the two properties scheduled for closing. The board agreed that they will motion to approve the resale and will sign the deeds later in the week.

TA Beaulieu informed the board that she received a phone call from Luke Glavey regarding the deeding of property owned by Leonard Sikes and Jacquelyn Loud regarding the board's current process of requesting a separate check for association fees since this property is part of an association. The association attorney indicated that the board cannot require the payment of association fees to repurchase the property but that they can request the fees be paid. Luke Glavey informed TA Beaulieu that he will collect the association fees after the resale of the property.

**MOTION: "To approve the resale of tax deeded properties known as PID 15-1-14 to Noel Frame in the amount of \$3,856.00 as of September 4, 2014."**

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

**MOTION: "To approve the resale of tax deeded properties known as PID 13-5-4D1 to Leonard Sikes and Jacquelyn Loud in the amount of \$15,171.95 as of September 10, 2014."**

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

*Voting Delegate*

The board discussed and agreed not to appoint a voting delegate for the NHMA

*Orris Road*

S. Morton discussed a letter confirming the actions that were agreed upon during a meeting a few weeks ago with Chief Diamond, RA Kubik, and John Morrissey WMNF Pemi District Ranger when the parking issues on Orris Road were discussed.

The highway department is cutting back brush in their right-of-way and making sure the shoulder surfaces are smooth so that people can pull off the road further, 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. The board discussed issuance of parking tickets with Chief Diamond if a town ordinance is passed to restrict parking in this area. Chief Diamond will look into the wording needed for the ordinance to allow the issuance of parking tickets. The board and Chief Diamond agreed that the painting of the yellow lines is not necessary.

*Special Event Update*

B. Benton informed the board that he has contacted the State regarding a special event driveway permit. A special driveway permit was only issued from the State due to a request from the Town.

The board reviewed the after action reports for the Boogie and Blues Festivals.

*School Zone*

Chief Diamond informed the board that the school sets the timer for the school zone flashing light and the light will be synced with the school hours as requested during a previous meeting.

**NON PUBLIC SESSION**

**3:26 PM MOTION: "To enter nonpublic session per RSA 91-A:3, II (c)."**

Motion: R. Sabourn  
Seconded: M. Peabody  
Roll Call: Roy Sabourn – Yes      Steve Morton – Yes      John Paul-Hilliard - Yes  
                  Marianne Peabody – Yes      Brad Benton - Yes  
Motion Passes: 5– Yes, 0 – No

**3:32 PM MOTION: "To exit non-public session."**

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

**MOTION: "To allow the Town Administrator to enter into a tax agreement on the behalf of the Town for the repurchase of tax deeded property with Dennis Cash for PID 17-5-9 for an 18 month period in the amount of \$209.75 per month."**

Motion: R. Sabourn  
Seconded: M. Peabody

Discussion: None.  
Motion Passes: 5– Yes, 0 – No

#### **ZCA**

**MOTION: “To approve ZCA permit #2014-10 PID 16-4/3 for Rebecca and Dean Rodgers as conditionally approved previously that would require approval of an updated septic permit.”**

Motion: R. Sabourn  
Seconded: B. Benton  
Discussion: None.  
Motion Passes: 4– Yes, 0 – No                      Abstained: M. Peabody

**MOTION: “To approve ZCA permit #2014-13 PID 17-13-3-4 for Ronald Bohlin for a 12x12 deck.”**

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

**MOTION: “To approve ZCA permit #2014-14 PID 10-1-2-12 for Joseph and Jean Monagle for 24x30 outbuilding.”**

Motion: B. Benton  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 4– Yes, 0 – No                      Abstained: R. Sabourn

#### *Zoning Compliance Update*

September 10, 2014, Blake Mountain Cottages will be inspected as discussed previously.

#### *Planning Board Update*

S. Morton stated that the planning board had sent a letter asking that the Selectboard clarify the one dwelling unit per acre per parcel request. S. Morton reviewed the current ordinance and found that in order to change the wording of the ordinance; a public hearing must be conducted. If the wording was changed the process to approve more than one dwelling per parcel would require a site plan review process. The planning board is considering this process.

#### *Elderly Exemption Update*

The board reviewed a list of properties that will no longer receive the elderly exemption due to required information not being submitted to prove qualifications. The board agreed that if property owners do qualify once information is submitted they will have wait until the next requalification date to have their exemptions reinstated.

The board agreed to remove the veterans disabled exemption from PID 16-7-81, PID 6-2-16 and PID 11-1-164 and to remove elderly exemption for PID 13-5-4F5 and PID 17-1-5, as well as 16-1-11 for disabled exemption.

The following properties will have credit/exemptions removed as property was sold, PID 12-8-7, PID 16-2-2, PID 6-2-10.

**MOTION: “To approve a veterans tax credit for PID 16-6-10.”**

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

### **1:30 PM AVITAR 2014 REVALUATION COMPLETION / DATA TRANSFER**

TA Beaulieu informed the board that Avitar will turn the new data over to the Board of Selectmen. Avitar is sending out new notice of values on vacant land values due to recent sales information to reflect the most accurate values. Avitar is scheduled to attend the Board meeting on September 17, 2014. TA Beaulieu informed the board that since the revaluation data is not finished, she will need to file for an extension for the MS1 and the MS4.

### **TOWN ADMINISTRATOR REPORT**

#### *Trustee of Trust Funds*

Warren Bahr preferred not to close the paving capital reserve account until Town Meeting and will leave \$956.91. The board agreed to transfer these funds into the other paving account during town meeting process.

#### *Capital Reserve Mapping Project*

TA Beaulieu received a quote for \$145,000 for new tax maps. The board agreed that they would like to have the mapping project completed in a five year period if the funding allows. The Selectboard also discussed funds in the capital reserve for purchases such as the replacement of Engine 5. After discussion, the board agreed there is no need to replace the Engine 5 for the Fire Department.

#### *Key System*

The board discussed the faulty key system for the town hall. The board agreed to purchase a new basic key system

#### *Intergovernmental Agreement*

TA Beaulieu informed the board that she, S. Morton and K. McGuire met to discuss the transfer station intergovernmental agreement. Once a final draft is ready it will be forwarded to the Board for discussion and review.

S. Morton explained that the agreement requires a quorum of 7 and requires at least three members present from both Campton Selectboard and Thornton Selectboard. The Selectboard members participating on the Intergovernmental board will not be required to vote in accordance to the Town selectboard consensus even though their decision making could affect the Selectboard's town budgets. The board discussed the process. TA Beaulieu will make discussed changes and have the Thornton Board and Town Counsel review. After review, a draft will be sent to Campton and Ellsworth for feedback.

### **SELECTMEN COMMENTS**

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

#### **4:44 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

**TOWN OF THORNTON**  
**Selectmen's Agenda**  
**September 3, 2014**  
**12:00 Noon**

12:00 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)

1:00 Sylvia Clark - PD Firing Range  
1:30 Avitar 2014 Revaluation Completion/Data Transfer  
3:00 non-public session pursuant to RSA 91-A: 3, II (c-reputation)

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**  
**September 3, 2014**  
**SIGN IN SHEET (Please Print)**

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