



TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: 12/10/14
BOS Initial: SM
Rec'd by Town Clerk on: 12-11-14
Town Clerk Initials: JG2

Board of Selectmen Meeting Minutes October 29, 2014

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

ROLL CALL: Chairman Steve Morton, Selectman Roy Sabourn and Selectman Brad Benton.

ABSENT: Vice-Chairman John Paul-Hilliard, Selectwoman Marianne Peabody

STAFF PRESENT: Tammie A. Beaulieu, Town Administrator

ACTION FOLDER VENDOR MANIFEST

MOTION: "To accept vendor manifest dated 10-31-2014 in the total amount of \$83,787.17."

Motion: B. Benton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3 – Yes, 0 – No

PAYROLL MANIFEST

MOTION: "To accept a payroll manifest dated 10-31-2014 in the amount of \$21,516.55."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

Minutes

MOTION: "To approve Board of Selectmen minutes of 10-15-14 as amended."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

Minute Correction

MOTION: "To approve an amendment to the Board of Selectmen public meeting minutes of October 15, 2014 on page 3, to replace the word Family *Campground* to Family *Compound*."

Motion: R. Sabourn

Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

ZCA

MOTION: “To approve ZCA permit #2014-18 for PID 6/9-8 for Richard Marotto the construction of a new family home.”

Motion: B. Benton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3– Yes, 0 – No

MOTION: “To not require ZCA permit #2014-19 for the rebuilding/replacement of an existing wall. A ZCA permit is not required given the scope of the project and the ZCA fee will be returned to the applicant.”

Motion: R. Sabourn
Seconded: B. Benton
Discussion: The board agreed that before and after pictures should be in the file and requested that N. Decoteau take the pictures and place them in the file.
Motion Passes: 3– Yes, 0 – No

MOTION: “To approve a Timber Tax warrant in the amount of \$1,393.60 for Vincent Lavasseur on PID 9/1-2.”

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

Health Insurance Update

Peter Bragdon of NHLGC – Health Trust sent a letter informing Thornton Board of Selectmen that the Town of Campton is requesting to move into the risk pool with the Town of Thornton for their health insurance coverage. This request requires the consent of the other Towns that are in the risk pool currently. TA Beaulieu explained that the other towns have approved the request and has been informed that Thornton’s premiums would not have much impact if Campton joined the pool. TA Beaulieu also informed the board that the health premiums are due to decrease again this year.

MOTION: “To approve the request from the Town of Campton to join the same risk pool as the Town of Thornton for their health coverage with the Health Trust.”

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

Appointments

MOTION: "To re-appoint James Demeritt as a Republican Ballot Clerk for a period of two years."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

MOTION: "To appoint Paulette Bowers as a Municipal Clerk for the Town Clerk Office."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

1:00 PM KEVIN MAES – Running for State Representative for District 6

K. Maze met with the Selectboard to discuss his beliefs and plans if elected as State Representative. The board thanked him for meeting with them and wished him the best in his campaign.

1:15 PM STEPHEN WHITNEY – Running for County Commissioner

S. Whitney met with the Board to discuss his reasons for running for County Commission.

The board took a brief recess.

Eviction Process Update

TA Beaulieu informed the board that one property that was deeded to the town through tax collector deed did not enter into a tax agreement to repurchase the property. TA Beaulieu explained that she has contacted the land owner of the property that was deeded to the town to inform them of the deed and to acquire additional information. TA Beaulieu will turn this property and processing over to town counsel.

MOTION "To proceed with the eviction process for PID 11/3-120 and sign the notices of eviction."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3 – Yes, 0 - No

Town Administrator Presents

Tax Rate

TA Beaulieu informed the Selectboard that based on financial worksheets the amount of \$250,000 is being proposed from the unassigned fund balance to offset the tax rate. The forms have been signed by the Town Administrator and are in the process of being signed by NHDRA.

MOTION: "To approve NHDRA to use the amount of \$250,000 to be used from unassigned fund balance to reduce the tax rate."

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

Fire Department Intergovernmental Agreement

TA Beaulieu informed the board that suggested changes to the FD Intergovernmental Agreement have been forward to us from Campton Selectwoman Sharon Davis. The newest draft was emailed to all of you and Steve & Roy had a few suggestions which were forwarded back to Campton for review regarding the FD agreement. R. Sabourn insisted that the Fire Commissioners have hiring/firing authority rather than solely the Fire Chief and would like this wording resolved. TA Beaulieu provided the Selectboard with hardcopies of the changes to the Intergovernmental agreement.

The board agreed that TA Beaulieu should schedule a final meeting so each board can motion to approve the renewal of the FD intergovernmental agreement and the commissioners get the opportunity to have a question/answer meeting. The Board discussed the importance that the commissioners understand the agreement and the terms need to be adhered to as part of the agreement.

CIP / Capital Asset Committee Recommendations

R. Sabourn stated that it was agreed to add a second ambulance and ladder truck to the CIP proposal. R. Sabourn would like to change the ladder truck title in the CIP to include the ladder truck/E4 that way if the ladder truck is not needed but a new engine is, then the CIP can be used for one or the other depending on the town's needs. TA Beaulieu recommended that this request be given to the CIP during the CIP meeting since the information has already been submitted to the CIP. R. Sabourn agreed to discuss this with CIP Committee.

Flooring Quotes

N. Decoteau has researched new flooring options/ TA Beaulieu explained that the Police Department has informed her that the flooring in their old section is in need of replacement in the areas where office space has been relocated. The Police Department is in the process of including information for the CIP request as well. TA Beaulieu explained the flooring options as received from the other bidders. TA Beaulieu explained that the Floor Works Company from Bethlehem NH has been the very helpful and knowledgeable and are lower priced as well. TA Beaulieu and N. Decoteau recommend working with Floor Works.

Police Chief Diamond joined the meeting and discussed the Police Department needs to replace the flooring for the main travel area in the department with tiles rather than carpet.

The Selectboard discussed the total cost of approximately \$21,700 for new flooring in the Business Office and Police Department. The Board discussed only spending \$20,000 from surplus and asking that Chief Diamond to use funds from his budget for the amount over \$20,000. Chief Diamond agreed. The Board agreed to the proposed flooring plan for the business office and the Police Department.

MOTION "To accept the quote from Floor Works for replacement flooring in the Town Hall and the Police Department as follows: \$4,242.23 for lobby/bathroom \$574.64 for the walk off carpet and air-lock \$8,063.81 for the nylon carpet in the Selectmen's Business Office and the meeting room and \$5,227.79 for the glue down tile in the Police Department, plus \$3,600 estimated fee for moving services for the Selectmen's office side. The total

amount approved for flooring needs is \$21,708.57 with the condition that Chief Diamond will fund the difference over \$20,000 from his budget.”

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3 – Yes, 0 - No

Surplus Request

Present: K. McGuire, Chief Diamond

TA Beaulieu explained that the department supervisors have met to discuss the current standing of the budget and surplus amounts. The department heads have some requests for purchases to discuss with the Selectboard.

Transfer Station

K. McGuire would like to purchase an enclosed trailer for cardboard. The price from NRRA is \$3,000. K. McGuire explained that it would be an additional trailer at the Transfer Station rather than a replacement. The board discussed the request.

MOTION “To approve the purchase request of the enclosed trailer for \$3,000 for the Transfer Station.”

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

Town Administrator

TA Beaulieu asked the Board to consider purchasing three new fire safe filing cabinets that are needed for the assessing file project. The total cost for three cabinets is \$3,885.00. The board agreed to this request.

MOTION “To approve the purchase request for three fire proof filing cabinets for \$3,885.00 for the Selectmen’s Business Office.”

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 3– Yes, 0 – No

Police Department

Chief Diamond presented a request for an AED with a wall cabinet and alarm for the lobby area for \$875. The board agreed with this request and to purchase an extra cabinet and alarm for the Selectmen’s office AED to be mounted in the hallway of the town hall.

A request was made for ballistic vests for the Chief and Officer Moylan. Chief Diamond stated that his vest is due for replacement and Officer Moylan needs a vest. The board discussed the request.

A request was made for six all season coats for the Police Officers and safety bumpers for cruisers. S. Morton suggested postponing this discussion until the next agenda on November 12, 2014.

Non-Public Session

MOTION 3:20 PM “To enter nonpublic session under RSA 91-A:3, II (a,c).

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Roll Call: B. Benton – Yes, S. Morton - Yes
R. Sabourn – Yes

Motion Passes: 3 – Yes, 0 - No

MOTION 4:00 P.M.: “To exit non-public session.”

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

Motion Passes: 3– Yes, 0 – No

WELFARE MANIFEST

MOTION: “To accept a welfare manifest dated 11-1-2014 in the amount of \$350.93.”

Motion: B. Benton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3– Yes, 0 – No

SELECTMEN COMMENTS

R. Sabourn updated the board of a conversation he had with the surveyor that works for HEB regarding the Millbrook Covered Bridge Project. The surveyor agreed to put a note on the plan stating that the delineation of ownership was based on the record plan. The board discussed the funding of the bridge project.

S. Morton and B. Benton took notice of the railing installation by Road Agent J. Kubik at the Police Department. The Board is pleased with the work completed.

B. Benton discussed the winter snow removal contracts and hopes that the vendors are used more frequently than the previous year.

4:20 P.M. MOTION: “To adjourn.”

Motion: B. Benton
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 3 - Yes, 0 - No

Respectfully submitted,
Jessi Fleury
Board Secretary

TOWN OF THORNTON
Selectmen's Agenda
October 29, 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 Kevin Maes-Running for State Rep/District 6
1:15 Stephen Whitney – Running for County Commissioner
2:30 Non-public pursuant to RSA 91-A: 3, II (a-personnel = Transfer Station, c-reputation = Welfare manifest)

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
October 29, 2014
SIGN IN SHEET (Please Print)

1	<i>J. Demeritt</i>	26
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