



**TOWN OF THORNTON
BOARD OF SELECTMEN**

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

Approved on: 11/7/15
BOS Initial: SM
Rec'd by Town Clerk on: 01/08/15
Town Clerk Initials: BJA

**Board of Selectmen Meeting Minutes
December 10, 2014**

4:30 PM Board of Selectmen attended the Thornton Christmas Lighting presented by the Beautification Committee at the town hall.

5:05 P.M. Chairman Morton opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance.

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

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

ACTION FOLDER

VENDOR MANIFEST

MOTION: "To accept a first vendor manifest dated 12-12-2014 in the total amount of \$977,270.42."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 3 – Yes, 0 – No **Abstained: B. Benton and M. Peabody**

MOTION: "To accept a second vendor manifest dated 12-12-2014 in the total amount of \$10,606.71."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 3 – Yes, 0 – No **Abstained: B. Benton and M. Peabody**

PAYROLL MANIFEST

MOTION: "To accept a payroll manifest dated 12-12-2014 in the amount of \$33,628.85."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4 – Yes, 0 – No **Abstained: R. Sabourn**

Minutes

MOTION: "To accept Board of Selectmen public minutes of October 29, 2014 as written."

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Motion Passes: 3- Yes, 0 - No

Abstained: M. Peabody and J. Paul-Hilliard

MOTION: "To accept Board of Selectmen public minutes of November 12, 2014 as amended."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4- Yes, 0 - No

Abstained: B. Benton

MOTION: "To accept Board of Selectmen public minutes of November 24, 2014 as amended."

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 4- Yes, 0 - No

Abstained: B. Benton

ZCA

The Board reviewed zoning compliance applications.

MOTION: "To accept ZCA #2014-20 for PID 15/6-1 for Daniel Digiacomu"

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 5- Yes, 0 - No

MOTION: "To accept ZCA #2014-21 for PID 11/1-33 for Shirley and Jerel Benton and Keith McNamara for a new single family home."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: S. Morton commented on the zoning subdivision issue of 100' road frontage for subdivided lots in regards to permitting ZCA's or building permits. In consulting with town legal counsel, the legal opinion is for the town to approve any ZCA's on building permits on lots that have less than the 100' requirement, if the subdivision has been previously approved, signed, and registered by the Planning Board.

For decades, the Planning Board zoning interpretation included approving lots with less than 100' frontage with a driveway serving no more than two lots. In some cases the drive right-of-way width to the lots was less than 50'. For a couple of years now this zoning interpretation has changed and the Planning Board now requires 100' road frontage for all subdivided lots.

For these reasons of past zoning interpretation and actions the town is advised to approve ZCA's or building permits on all lots that have been legally approved and registered by the Planning Board in regards to the road frontage issue.

The Selectboard agreed to this recommendation and agreed to this recommendation and believes that future boards should follow this advice. The board agreed to process ZCA's if the plan has the Planning Board seal of approval.

Motion Passes: 5- Yes, 0 - No

16/4-3 Driveway Permit – D. Rogers

The board discussed a zoning compliance concern with a driveway permit. RA Kubik requested discontinuance of a second driveway and the Rogers have agreed to discontinue use of the driveway another site visit will be done in the spring to insure the physical landscaping or blocking of the drive has been done and the final permit can be processed.

MOTION: “To accept an Intent to Cut for PID 11/1-66.”

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

Recycling Grant Application

The board reviewed a grant application for the Transfer Station.

MOTION: “To allow the grant process for a recycling grant application for NH the Beautiful and to accept grant funds.”

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

The board agreed to send notice to the Town of Campton of the Thornton Board's allowance to apply for the grant and to accept funds.

The board reviewed a proposal and contract from Tri State Fire Protection for emergency service updating and repairs of emergency lighting, fire extinguishers, etc.

MOTION: “To accept and sign the 2015 contract from Tri State Fire Protection.”

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

Firing Range Closure

The board reviewed a letter from S. Clark of Stoneciphor and Clark to Chief Diamond. Becky Williams of NHDES has not reviewed the preliminary/alternative plans but has recommended that the Town move forward with the proposed remediation plans for the Police Department shooting range. The board agreed to move forward with this project as recommended.

MOTION: “To accept the proposal from Stoneciphor and Clark Engineering Firm in the amount of \$2,080.00 plus \$800 for professional engineering and \$90 administrative fee for a total contract amount of \$2,970.00.”

Motion: R. Sabourn

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

6:00 PM CEMETERY BUDGET DISCUSSION

The board reviewed the proposed Cemetery budget as level funded from last year in the amount of \$24,500. The board did not make changes to the budget request.

ACTION FOLDER – Continued

Zoning Ordinance - Non-Conforming Uses

A request for legal inquiry of a Zoning Ordinance regarding the grandfathered status of non-conforming uses was received. Legal opinion suggested that if the business is still being used in its current business form and advertised for sale with the same use, then the use should be allowed to continue. If the intention of the business use becomes abandoned or changed to a different type of use then the non-conforming status is discontinued.

TOWN ADMINISTRATOR PRESENTS

Budget Preparation

TA Beaulieu reviewed the proposed budgets submitted to date with the Selectboard. The board discussed wages and COLA increases for 2015 and agreed to discuss further at a future budget meeting. The board made salary changes for the Trustee of Trust Funds. The board discussed the moderator salary.

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

6:30 CIP Committee- 2015 plan

Present: C. Schofield, D. Gravel, J. Demeritt

C. Schofield met with the board to discuss the proposed CIP plan. The board discussed changes to reserve accounts. The Selectboard discussed their recommendations that were forwarded to the CIP, as well as items that the CIP decided not to include in the plan. The board agreed that the CIP committee should forward an updated plan that indicates the items that were not included in the CIP as requested by the town department heads so that TA Beaulieu can forward to the departments.

The board discussed the rotation of police cruisers in the CIP. Chief Diamond agreed to move to a four year rotation rather than a three year rotation with the understanding that maintenance costs may increase. The CIP committee agreed that if a new cruiser is needed on a third year rather than a fourth year due to repair cost or need for replacement then funds can be shifted as needed.

7:30 Town Clerk/Elections 2015 Budget requests

Present: Tim Tyler

The board discussed the proposed Town Clerk budget for 2015. The board discussed election costs and agreed to have the Town Clerk and Town Administrator request printing quotes for ballots.

8:15 Police Dept. 2015 Budget request

Present: Chief Rod Diamond

The board discussed the proposed Police Department budget. Discussion ensued on the safety additions to the Police Station relating to the approval of grant funds. Chief Diamond discussed job descriptions and wages. After extensive discussion, the board agreed to move the Police Department Administrative Assistant position to a Labor Grade 5 Step 11.

8:15 Welfare/Health 2015 Budget requests

M. Peabody recused herself from the Board of Selectmen.

Present: Marianne Peabody

M. Peabody presented her welfare and health budget recommendations. The Selectboard did not make changes to either proposed budget.

TOWN ADMINISTRATOR PRESENTS

Budget Surplus Savings

The Police Department and the Road Agent saved additional funds when purchasing approved expenses from surplus.

TA Beaulieu was also successful in reducing the annual audit by \$2000 for upcoming 2014 audit services.

ADAPT

TA Beaulieu requested background information on the use of donations received from the town and the information is available for the board to review at their convenience.

Public Hearing Dates

The board discussed the public hearing schedule for the dog ordinance, Blue Grass Festival, and Boogie and Blues Festival. The board discussed an abbreviated special event process.

Judges Road

M. Movitz requested that the Selectboard allocate funds in the budget to make some corrections to Judges Road. R. Sabourn suggested that RA Kubik look at the road to assess the situation and to make modest improvements to the road.

SELECTMEN COMMENTS

B. Benton asked the board to consider approving a \$500 payment for the band that is scheduled to entertain at the Town Holiday Party. The board reflected their surprise that the entertainment would be an additional expense to the town. After consideration of the upcoming party date and the lower than anticipated cost for the dinner, the Board agreed to pay the band \$500.00.

R. Sabourn discussed the vacancies for winter plowing needs and part-time laborer position. He suggested advertising in Littleton Courier. The board discussed different options to fill plowing needs.

PUBLIC FORUM

J. Demeritt provided an update as Fire Commissioner including unexpected increase in cost to the stretcher and a new snowmobile trailer.

Non-Public Session

MOTION 10:17 PM “To enter nonpublic session under RSA 91-A:3, II (a,c,e).

Motion: R. Sabourn
Seconded: J. Paul-Hilliard
Discussion: None.
Roll Call: S. Morton – Yes J. Paul-Hilliard – Yes B. Benton - Yes
R. Sabourn – Yes M. Peabody - Yes
Motion Passes: 5 – Yes, 0 - No

MOTION 10:30 P.M.: “To exit non-public session.”

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

WELFARE MANIFEST

MOTION: “To accept welfare manifest dated 12-13-2014 in the total amount of \$2,344.98.”

Motion: J. Paul-Hilliard
Seconded: B. Benton
Discussion: None.
Motion Passes: 4 – Yes, 0 – No **Abstained: M. Peabody**

10:31 P.M. MOTION: “To adjourn.”

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

Respectfully submitted,

Jessi Fleury
Board Secretary

TOWN OF THORNTON
Selectmen's Agenda
December 10, 2014
4:30 PM

4:30 Board of Selectmen attending the Thornton Christmas Lighting
Presented by the Beautification Committee at the town hall.

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 Cemetery
6:30 CIP Committee- 2015 plan
7:00 Police Dept. 2015 Budget request
7:45 Town Clerk/Elections 2015 Budget requests
8:15 Welfare/Health 2015 Budget requests
8:30 non-public session pursuant to RSA 91-A: 3, II (c-
reputation=welfare

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.

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Board of Selectmen
December 10, 2014
SIGN IN SHEET (Please Print)

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