



**TOWN OF THORNTON
BOARD OF SELECTMEN**

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

Approved on: 2/18/15
BOS Initial: SM
Rec'd by Town Clerk on: 2/18/15
Town Clerk Initials: AGJ

**Board of Selectmen Meeting Minutes
February 18, 2015**

5:08 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, Selectman Brad Benton and Selectman Roy Sabourn.

ABSENT: Selectwoman Marianne Peabody

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

VENDOR MANIFEST

MOTION: "To approve a vendor manifest dated 2-20-2015 in the total amount of \$45,145.52."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: B. Benton

PAYROLL MANIFEST

MOTION: "To approve a payroll manifest dated 2-20-2015 in the amount of \$20,689.05."

Motion: J. Paul-Hilliard

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 4– Yes, 0 – No

Minutes

MOTION: "To accept Board of Selectmen public meeting minutes of February 4, 2015 as amended."

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4– Yes, 0 – No

MOTION: “To approve a welfare manifest dated 2-21-2015 in the amount of \$600.00.”

Motion: R. Sabourn
Seconded: J. Paul-Hilliard
Discussion: None.
Motion Passes: 4– Yes, 0 – No

MOTION: “To approve an Intent to Excavate for Sunset Rock LLC for PID 7/7-20.”

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

MOTION: “To approve a ZCA for PID 16/7-5 for Steven Twohig for a single family home with a detached garage.”

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

MOTION: “To request that the Trustees of Trust Funds withdraw funds in the amount of \$667.59 from the NH Deposit Investment Pool for the Landfill Closure.”

Motion: J. Paul-Hilliard
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 4– Yes, 0 – No

Firing Range Update

TA Beaulieu informed the board that during the last Selectboard meeting, the Selectboard reviewed three different options for the firing range, referenced as option 1, 2 and 3. During that discussion the options were explored further which created an option #4 for the relocation. After each Selectman was contacted by the Town Administrator, option #4 became the new location to consider. TA Beaulieu informed the board that Silvia Clark of Stoneciphor & Clark would like to know the frequency of use for the firing range to report back to the State. Chief Diamond arrived at the meeting and informed the board that the Police Department intends to use of the firing range on a quarterly basis.

Murray Movitz – Judges Road

The board reviewed a letter from M. Movitz regarding Judges Road and his opposition for returning the road back to a dirt road. The board discussed the letter and agreed that the Road Agent will visit the road in the spring. Once the Road Agent reviews the road in the spring, the Board will have a better idea as to what their options are. The Board agreed to inform M. Movitz that the Road Agent plans to visit the road in the spring and that his letter has been reviewed.

AGENDA ITEMS:

6:00 Dog Ordinance Public Hearing

Chairman Morton opened the public hearing at 6:04 p.m.

Present: Bill Deleo, B. Macintosh, Gloria Kimball, Jim Demeritt.

TA Beaulieu posted the hearing notice in the Record Enterprise on February 12 and in the Laconia Citizen on February 7, 2015 meeting posting requirements.

Chief Diamond explained that the Police Department receives complaints from residents regarding dogs running at large and other nuisance complaints. The town has not adopted the state RSA's (RSA 466 and 436) allowing them to act on these complaints. Civil forfeitures are included in the proposed dog ordinance and are payable through the Town Clerk.

Bill Deleo asked if there were any special equipment purchases needed to act on these complaints and enforce the ordinance. Chief Diamond replied that the only equipment needed would be the actual summons.

B. Deleo asked how the ordinance would be enforced as he is concerned that disputing neighbors may take advantage of this new ordinance. Chief Diamond explained that each case would be investigated and dog owners would be fined as found appropriate and as warranted by the Department.

Chairman Morton closed the public hearing at 6:15.

MOTION: "To approve to place the question relative to the Dog Ordinance on the annual meeting warrant."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4- Yes, 0 - No

The board agreed that if the vote passes at Town Meeting, the ordinance discussed this evening will be signed with the updated Board of Selectmen names and signatures.

Action Folder Continued

Certification of Appreciation

B. Regan, Planning Director submitted a certification of appreciation for twelve years of service for Tyler Phillips since he will be leaving the Planning Board this year. The Selectboard signed the certificate.

Ralph Bradley PID 3/4-10

The Board reviewed a request to widen part of Dick Bradley Road with a proposed cul-de-sac turn around for the town plowing area which would allow the town truck to turn around during winter plowing months. The board discussed asking Ralph Bradley to approve an easement for this piece of private property that can be recorded at the Registry of Deeds. R. Sabourn suggested that the Board review the area once the winter season has passed to make sure of R. Bradley's intentions and to insure an appropriately documented agreement is created and recorded. The board agreed to

schedule John Kubik on the agenda in the spring to re-discuss this request before making additional decisions.

6:30 Parking Regulations Ordinance Public Hearing

Present: Chief Diamond, Gloria Kimball, James Demeritt

Chairman Morton opened the public hearing at 6:34 p.m.

Chairman Morton stated that proper procedure has been followed according to RSA 41:11 and 47:17 XVIII. TA Beaulieu posted the hearing notice in the Record Enterprise on February 12 and in the Laconia Citizen on February 7, 2015, meeting posting requirements.

The RSA's cited in the Town Ordinance for the parking ordinance includes 265:68, 265:69, 261:60, and 231,132-a.

Chief Diamond explained that parking regulations cannot be enforced without the Selectboard adopting a parking regulations ordinance. Chief Diamond also explained that it is the goal of the Police Department to work with people rather than issue a fine; however this would give the department the ability to enforce parking regulations as needed. The town would receive parking fees which would be returned to the general fund.

The Board discussed the parking situations on Orris Road and the safety concerns as well as many other areas of town that have similar parking situations. Chairman Morton expressed the need to have appropriate signage to inform people of the new parking requirement. The Board agreed that new signs should be installed and the amount of signs and the type of sign to be used is at the discretion of the Chief. Chief Diamond agreed that he would have signs installed to meet RSA requirements. The board agreed that the sign expense will be funded from the sign budget that was relocated to the Road Agent budget.

Chairman Morton closed the public hearing at 6:55 p.m.

MOTION: "To accept the Thornton Parking Ordinance as submitted with an effective date of February 18, 2015."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4– Yes, 0 – No

B. Benton stepped off the Board of Selectmen for the two following public hearings.

7:00 Pemi-Valley Bluegrass Festival- Special Event Public Hearing

Present: Deputy Ian Halm, James Demeritt, Reggie, Kelly Coburn, Reggie Thwatts, Craig Engel, Mike Benton, Brad Benton, Beverly MacIntosh.

TA Beaulieu explained that all regulations requirements have been met.

Chairman Morton opened the public hearing at 7:00 p.m.

The Board reviewed the special event application and checklist and agreed to the following:

- The public notice was read into the record, abutters were sent certified notice and notices were posted in the Record Enterprise on February 12 and in the Laconia Citizen on February 7, 2015 meeting posting requirements.
- The board agreed that a special event license is required.
- Applicant's submission requirements have been met.

The applicants requested to have the event end at noon on Monday rather than 9:00 a.m. The Board agreed to consider this request. The extension in time may account for another day being added to the special event permit.

The applicants discussed allowing campers to use the free field camping rather than a numbered site camp ground option prior to the start of the event. J. Demeritt was concerned that the event would end up lasting longer than allowed if the attendees are not required to camp at a numbered campsite prior to the event. The board agreed that the requirement to stay at a numbered campsite prior to the event dates should remain as required in the past.

J. Demeritt suggested traffic control during certain times. R. Diamond stated that last year the traffic was not a problem, but he does have staff available if the traffic becomes congested. R. Sabourn asked if there are signs to alert travelers of an increase in traffic. B. Benton explained that these signs were used last year and were helpful. A neighbor in attendance stated that he has not experienced traffic concerns during this event.

The applicant confirmed that the gates will open at 9:00 a.m. starting the event.

7:20 PM Chairman Morton closed the public hearing. The Selectboard went through the special event requirement criteria as follows:

- a.) The site is appropriate for the proposed use or structure, yes 3-0.
- b.) The proposal is not detrimental, injurious, or offensive to the neighborhood, yes 3-0
- c.) There will not be undue nuisance or serious hazard to pedestrian or vehicular traffic, Yes 3-0
- d.) Adequate and appropriate facilities and utilities will be provided to insure the proper operation on the proposed use or structure, Yes 3-0
- e.) The site provides sufficient parking, Yes 3-0.
- f.) Adequate sanitation/toilet facilities and waste removal will be provided, Yes 3-0
- g.) All other required licenses have been obtained, Yes, 3-0, *they will be provided before the event can take place.*
- h.) Neither the property owner nor the organization has failed in the past to pay any special detail fees associated with the past special events. Police Chief and Fire Chief agreed there are no outstanding fees. The board agreed, No 3-0.

Chairman Morton established that the criteria have been met with the conditions as noted.

The Selectboard established the following beginning and ending times:

- Event is permitted to start on 9:00AM July 30 and end at August 3, 2015 at 9:00 AM.
- Music hours is set from 10:00 a.m. to 10:00 p.m. each day of the event, except Sunday the hours will be from 9:00 a.m. to 2:00 p.m.
- Vendor set –up time will be from July 26th through July 30th 8:00 a.m. to 10:00 p.m.
- Break down time will be from August 2nd at 2:00 p.m. to 10:00 p.m.

Final pre-event inspections will occur at least 24 hours prior to the start of the event by the Fire Department, Police Department, Health Department and the Emergency Management Director. Letters of conditions from the Police Department and Fire Department have been submitted by the departments to the applicants and must be met. The applicants will meet with the Health Department to discuss requirements.

MOTION: “To accept and approve the Bluegrass Festival Special Event License application to be held by the Pemi-Valley Bluegrass Festival with conditions as listed: Required licenses such as food and alcohol will be obtained before the event is permitted to take place, and if any conditions are requested by the Emergency Management Director, the applicants must meet those conditions.”

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 3– Yes, 0 – No

7:30 White Mountain Boogie n’ Blues Festival - Special Event Public Hearing

Present: Deputy Ian Halm, James Demeritt, Kelly Coburn, Reggie Thwatts, Craig Engel, Mike Benton, Brad Benton, Beverly MacIntosh.

TA Beaulieu explained that all regulations requirements have been met.

Chairman Morton opened the public hearing at 7:40 p.m.

The Board agreed to the following:

- The public notice was read into the record, abutters were sent certified notice and notices were posted in the Record Enterprise on February 12 and in the Laconia Citizen on February 7, 2015, meeting posting requirements.
- The board agreed that a special event license is required.
- The Police and Fire Department reports have been submitted and received by the applicant. Emergency personnel have met with the event applicant.
- Applicant’s submission requirements have been met.

J. Demeritt asked for traffic control during this event. Chief Diamond informed the board that traffic concerns have been discussed with the applicant and new traffic control plans are in place.

- a.) Site is appropriate for the proposed use or structure – yes 3-0
- b.) The proposal is not detrimental, injurious, or offensive to the neighborhood, yes 3-0
- c.) There will not be undue nuisance or serious hazard to pedestrian or vehicular traffic. Yes 3-0
- d.) Adequate and appropriate facilities and utilities will be provided to insure the proper operation of the proposed use or structure. Yes 3-0
- e.) The site provides sufficient Parking. Yes, 3-0.
- f.) Adequate sanitation/ toilet facilities and waste removal will be provided, yes 3-0
- g.) All other required licenses have been obtained. Yes, 3-0 (they will be provided before the event can take place).
- h.) Neither the property owner nor the organization has failed in the past to pay any special detail fees associated with past special event. No, 3-0

The Board agreed that the criteria have been met with the conditions as noted.

The event hours will begin August 13, 2015 at noon and end August 17, 2015 at noon.

Music hours of operation during the event will be:

- Friday, August 14th from 5:00 p.m. through 10:00 p.m.
- Saturday, August 15th from 11:00 a.m. through 10:00 p.m. with the Fireworks (class c) display at 10:00 p.m. Neighbors with livestock will need to be notified of the firework times.
- August 16th from 11:00 a.m. through 6:00 p.m.
- Set –Up times are scheduled for August 10th through the 12th from 8:00 a.m. – 11:00 p.m. on. Break down times are scheduled for August 17th through the 21st from 8:00 a.m. to 5:00 p.m.

Final pre-event inspections will occur at least 24 hours prior to the start of the event by the Fire Department, Police Department, Health Department and the Emergency Management Director. Letters of conditions from the Police Department and Fire Department have been submitted by the departments to the applicants.

MOTION: "To accept and approve the Boogie n Blues Festival Special Event License application with conditions as listed: Required licenses such as food and alcohol will be obtained before the event is permitted to take place, and if any conditions are requested by the Emergency Management Director, the applicants must meet those conditions. Applicant must also notify H. Hawkenson of event times and scheduled firework times due to the equine facility."

Motion: R. Sabourn

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 3– Yes, 0 – No

Intern Request with the Town of Thornton

Jessica Bartlett met with the Selectmen to discuss setting up an Internship with the Town. Jessica Bartlett is interested in municipal accounting. She has experience in accounting and financial education but would love the opportunity to intern with the town to learn more about municipal accounting. TA Beaulieu and the Selectboard discussed the upcoming audit process and agreed this would be a good opportunity for her.

TA Beaulieu explained that there would be a process to be followed for liability insurance and she will contact NHPLT to receive additional information. The board agreed that as long as liability requirements are met, they are agreeable to the internship.

TOWN ADMINISTRATOR PRESENTS

DRA – Current Use Update

Joe Bellevue, DRA representative has been working with town staff regarding the current use issues and offered an educational class relative to this process if the Selectboard and Planning Board are interested. The board agreed that they are not interested at this time.

Emery & Garrett Groundwater Investigations Contract

The board reviewed a new proposed contract from Emery & Garrett Groundwater Investigations. The contract amount was higher than expected.

N. Decoteau has been working on the contract to reduce the price. The proposed amount is \$6800 with an additional \$800 for contingency planning for a total amount of \$7,600. The board does not agree to have contingency funds included in the contract. TA Beaulieu will review the last contract to current and bring back for boards final decision for the landfill monitoring services.

PSNH changing to Eversource

Northern pass continues to move forward, and letters of concern regarding the Northern Pass are being taken into consideration by Eversource.

Eversource is offering an informational meeting to discuss the Northern Pass. The Board agreed to discuss this further in the summer.

PUBLIC FORUM

J. Demeritt – Comstar Comments

J. Demeritt informed the board that the ambulance billing is confusing and complicated making it difficult to follow and balance. The board suggested that TA Beaulieu contact Campton Town Administration Ann Marie Foote and see how they might be able to help the commissioners with the ambulance billing.

Warrant Update

TA Beaulieu informed the board that the DRA is requiring new formatting for the warrants. The board agreed to schedule a meeting on in the afternoon on Monday, February 23, 2015 at the Town Hall to review the new wording of the Town Warrant prior to its posting. TA Beaulieu will post.

SELECTMEN COMMENTS

B. Benton referenced a recent accident with the police cruiser. He explained that he would like to know about town vehicle accidents as soon as possible. The board agreed that department heads should email the Board members regarding vehicle accidents within their department with a follow up phone call to the Town Administrator during business hours.

9:00 P.M. MOTION: “To enter nonpublic session pursuant to RSA 91-A:3, II (a,e).”

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Roll Call: John Paul-Hilliard – yes, Roy Sabourn – yes, Steve Morton – yes,
Brad Benton – yes

Motion Passes: 4 - Yes, 0 - No

9:25 P.M. MOTION: “To exit nonpublic session.”

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 - Yes, 0 - No

9:30 P.M. MOTION: “To adjourn.”

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 - Yes, 0 - No

Respectfully submitted,

Jessi Fleury
Board Secretary

TOWN OF THORNTON
Selectmen's Agenda
February 18, 2015
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 Dog Ordinance Public Hearing
6:30 Parking Regulations Ordinance Public Hearing
7:00 Pemi Valley Bluegrass Festival- Special Event Public Hearing
7:30 White Mountain Boogie n' Blues Festival - Special Event Public Hearing

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
February 18, 2015
SIGN IN SHEET (Please Print)

1	J. DEMERS	26
2	BILL & MYRA DEFEA	27
3	B. MacDermott	28
4	Jan Halm	29
5	REGIS & KERRY TAVANES	30
6	Craig Engel	31
7	Mike Benden	32
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