



**TOWN OF THORNTON  
BOARD OF SELECTMEN**

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

Approved on:	<u>3-18-15</u>
BOS Initial:	<u>JPH</u>
Rec'd by Town Clerk on:	<u>3/19/15</u>
Town Clerk Initials:	<u>JJZ</u>

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**Board of Selectmen Meeting Minutes  
March 4, 2015**

**12:00 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, Brad Benton, and Selectman Roy Sabourn.

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

The Selectboard began their work session.

1:30 Selectwoman Peabody excused herself from the meeting temporarily

**AGENDA ITEMS:**

**1:30 Road Agent Kubik Jr. – Entry Agreement/Bradley Property**

RA Kubik discussed an option to use a portion on Ralph Bradley's property for the purpose of turning around the snow removal trucks and equipment. He explained that this option has been expressed by R. Bradley in the past and initially RA Kubik thought this would be a good place for dumping ditching materials. Mr. Bradley gave written permission for the RA to remove stumps in order to turn around. RA Kubik's intention is not to widen the existing roadway, but rather only make a turnaround area for the trucks.

Selectmen Sabourn suggested that this use would be perpetual and an easement and/or a plan showing what R. Bradley is planning to release to the Town would be in the best interest of the current and any future property owner as well as the Town. Selectman Sabourn suggested having R. Bradley meet with RA Kubik and the Selectboard in the spring to determine the area that can be used by the town so that an accurate easement can be filed with the Registry of Deeds. RA Kubik agreed and will inform R. Bradley.

The board agreed that the Entry Agreement form is intended for a temporary trespass rather than an ongoing use of private property.

Selectwoman Peabody re-joined the meeting at 1:48 p.m.

**1:48 P.M. MOTION: "To enter nonpublic session pursuant to RSA 91-A:3, II (a)."**

Motion: R. Sabourn  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Roll Call: John Paul-Hilliard – yes, Roy Sabourn – yes, Steve Morton – yes,  
Brad Benton – yes, Marianne Peabody – yes.  
Motion Passes: 5 - Yes, 0 - No

**2:25 P.M. MOTION: "To exit nonpublic session."**

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

**2:25 Police Department \_ Update on the PD building project grants**

*Present: Administrative Assistant Sandy Moulton*

AA S. Moulton discussed the Emergency Operation Center (EOC) grant. The generator grant quote previously received from Conneston Construction, Inc. (CCI) will be the estimated quote of \$84,781.00. CCI informed S. Moulton that the project paperwork will be updated and sent to the engineers, the EOC and PD hardening portion is estimated to be \$64,572, the EOC equipment and finishing portion is estimated to be \$36,840. The total of the estimated work is \$186,194.00. The grant total is \$130,000. The overage is \$56,184 and this amount may qualify for a 50/50 grant match.

S. Morton and TA Beaulieu explained that they met with Paul Hatch, Chief Diamond, and Sandy Moulton to discuss the grant. TA Beaulieu did not feel comfortable having the Police Department move forward with the grant due to the discrepancy in funds needed from the initial grant meeting when Kelly Bolger and Chief Moller were leading this grant process. Previous records that Mr. Bolger offered to collect were not in place that adequately explained the change in cost. The grant criteria has changed at the state level and therefore, TA Beaulieu informed Chief Diamond and S. Moulton that they needed to bring the new grant application and the funding requirements to the Selectboard to make a decision based on updated information per grant requirements they are the approving board for all town grant applications and funds.

S. Morton stated that the grant will cover the generator (\$84,781) and the EOC supplies (\$36,840 plus additional engineering fees). P. Hatch shared that he is not sure that the hardening of the front of the Police Department would be covered by the grant. Previous conversations with the former Police Chief and Clerk of Works indicated that this would have been covered by the grant. Chief Diamond spoke with Director Plummer and was encouraged to apply for this service even though it is not typically included in the grant.

After discussion, the board agreed to have the Police Chief apply to have the hardening included in the current 50/50 grant with the EOC supplies. If the hardening expense is not approved as part of the grant, Selectman Morton suggested that there is an option to apply for a 50/50 match for the hardening of the front of the Police Department next year.

Selectman Sabourn stated that CCI has worked hard for the town, cut costs, and are familiar with the wiring and the new construction of the Police Department, gathering two additional quotes for this work to meet the procurement policy requirements will take months and the grant needs to move forward as the town is in their final year to make application.

**MOTION:** "To move forward with the generator grant and the equipment and furnishings of the EOC grant and the hardening of the Police Department portion of the building. To waive the procurement policy requirements of acquiring three quotes and to accept Cornerstone Construction Inc. as the contractor for these two grant projects not to exceed \$195,000."

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: TA Beaulieu explained that she was informed by Paul Hatch that \$130,000 is the match funding from the Phase I PD project (EOC) of the two grants will be part of the grant match; if approved, the additional funds needed for the hardening would also be a 50/50 match. The Board agreed that those additional funds of about \$35,000 could be expended from the Municipal Building Capital Reserve. If the hardening portion is not approved as part of this grant then the town will wait on this portion and apply for a 50/50 match grant next year rather than completing the hardening project this year.

Motion Passes: 5– Yes, 0 – No

#### ***PAYROLL MANIFEST***

**MOTION:** "To approve a payroll manifest dated 3-6-2015 in the amount of \$20,514.81."

Motion: J. Paul-Hilliard

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 4– Yes, 0 – No

**Abstained: S. Morton**

#### ***VENDOR MANIFEST***

**MOTION:** "To approve a vendor manifest dated 3-6-2015 in the total amount of \$505,103.68."

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

**Abstained: B. Benton and S. Morton**

#### ***VENDOR MANIFEST***

**MOTION:** "To approve a second vendor manifest dated 3-6-2015 (to correct a deficiency in the first vendor manifest as adjusted) in the total amount of \$646.92."

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

**Abstained: B. Benton and S. Morton**

*NH Human Society Agreement*

**MOTION: "To accept the agreement between the Town of Thornton Police Department and the NH Humane Society for 2015 in the amount of \$1,000 as recommended by Chief Diamond."**

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

**MOTION: "To refund an overcharge for a dog license requested by Tim Tyler, Town Clerk in the amount of \$9.00 to Kristin Kennison."**

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

**MOTION: "To not abate interest for Judith Carlin, PID 12/1-14 and to have the tax collector inform the property owner."**

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

*Minutes*

**MOTION: "To accept Board of Selectmen public meeting minutes of February 18, 2015 as amended."**

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

*Minutes*

**MOTION: "To accept Board of Selectmen public meeting minutes of February 23, 2015 as submitted."**

Motion: B. Benton  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No  
**Abstained: J. Paul-Hilliard and S. Morton**

*Minutes*

**MOTION: "To accept Board of Selectmen non-public meeting minutes of February 18, 2015 as submitted."**

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4– Yes, 0 – No

**Abstained: M. Peabody**

***Special Event License***

The Board of Selectmen reviewed and signed the Special Event Licenses for the Pemi-Valley Bluegrass Festival and the Boogie 'n Blues Festival.

***Intergovernmental Agreement***

J. Demeritt asked if the intergovernmental agreement was signed by all three towns. TA Beaulieu confirmed that the fire department and transfer station agreements have been signed. Ann Marie Foote is forwarding a copy of the signed transfer station agreement to the Town of Thornton.

**TOWN ADMINISTRATOR PRESENTS**

*Additional Meeting*

TA Beaulieu informed the Board that they may need to schedule an additional meeting on April 22, to sign the tax warrant to allow tax bills to be mailed by the last week of April.

*Transfer Station Position Update*

The Board reviewed a request from Transfer Station Manager K. McGuire and G. Moulton.

**MOTION: "To extend G. Moulton's retirement request to allow him to remain a temporary part time employee until the available position is filled or until July 1, 2015 at 21 hours per week."**

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 - Yes, 0 - No

**Landfill Accounts**

TA Beaulieu explained the process for withdrawing from the Landfill account. The board discussed the process. TA Beaulieu asked if she could investigate a simpler process with the auditors. The Board agreed.

**SELECTMEN COMMENTS**

B. Benton asked for an update on the status of fixing the Police cruiser that was in an accident earlier in the month. S. Morton stated that it is at Kelly's Auto, and is in the process of being fixed. Chief Diamond had informed TA Beaulieu that he received a few quotes, the insurance adjuster viewed the vehicle damage at Kelly's Auto and a check for the damages has been received from the insurance company. Selectman Benton

questioned why the Selectboard did not vote on accepting the quote. TA Beaulieu explained that the procurement policy allows the department head to make that decision since the deductible cost was under \$1,000. It was further explained that the insurance covers all cost but \$1,000 which is the town's deductible.

*Chickenboro Road*

R. Sabourn informed the board that he and J. Paul-Hilliard met with Todd Baldwin this morning to discuss Chickenboro Road. T. Baldwin is pleased that the board is moving forward and he is hopeful that a compromise will be made.

**3:30 P.M. MOTION: "To adjourn."**

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 - Yes, 0 - No

Respectfully submitted,

Jessi Fleury  
Board Secretary

**TOWN OF THORNTON  
Selectmen's Agenda  
March 4, 2015  
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)

1:30 RA John Kubik Jr. Entry Agreement/Bradley property  
2:00 Police Department- Update on the PD building project grants  
2:30 Non-public session pursuant to RSA 91-A: 3, II  
(a-personnel/Tax Collector's annual contract)

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.

Planning Board  
March 4, 2015  
SIGN IN SHEET (Please Print)

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