



## TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on:	5-27-15
BOS Initial:	JPH
Rec'd by Town Clerk on:	6/4/15
Town Clerk Initials:	SB

### Board of Selectmen Meeting Minutes May 13, 2015

**4:00 P.M. Chairman John Paul-Hilliard opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.**

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

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

4:10 – 4:50 p.m. Conference call with attorney.

#### AGENDA ITEMS:

##### NON PUBLIC SESSION

**MOTION 4:50 PM** "To enter non-public session under RSA 91-A:3, II (a-personnel , b-hiring).

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

**MOTION 5:10 P.M.:** "To exit non-public session."

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

**MOTION 5:10 P.M.:** "To offer a conditional offer of employment for a part-time transfer station position to applicant 11 as recommended by the Transfer Station Manager at labor grade 2 step 5 at \$11.69 per hour, 28-30 hours per week. A.) The first 6 to 8 weeks during the process of applicants current job, will be 16 hours per week including 9 hours on Saturday and 7 hours on Sunday. B.) Progressing up to 30 hours per week as authorized by the transfer station manager. C.) one year to meet educational requirements and to become certified by state standards as a Principal Operator..

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

The Board began their work session. At 5:23 p.m. the work session ended.

## **ACTION FOLDER**

**MOTION: "To approve the payroll manifest 5-15-2015 in the amount of \$19,994.66."**

Motion: M. Peabody

Seconded: J. Demeritt

Discussion: None.

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

**MOTION: "To approve the vendor manifest 5-15-2015 in the amount of \$58,005.53."**

Motion: B. Benton

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: "To approve the welfare manifest 5-16-2015 in the amount of \$910.00."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None. M. Peabody abstained

**Motion Passes: 5– Yes, 0 – No**

**MOTION: "To accept the BOS meeting minutes of 4-29-15 as amended."**

Motion: R. Sabourn

Seconded: J. Demeritt

Discussion: None.

**Motion Passes: 3– Yes, 0 – No J. Paul-Hilliard and B. Benton abstained**

**MOTION: "To approve two intents to cut for PID 7/2-12 and 7/2-24 for Heather and Tyler Phillips."**

Motion: R. Sabourn

Seconded: J. Demeritt

Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: "To approve intent to cut for PID 10/16-1 Jarrett Ham."**

Motion: R. Sabourn

Seconded: J. Demeritt

Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: "To approve intent to cut for PID 11/5-6 for Dean Johnston."**

Motion: R. Sabourn

Seconded: J. Demeritt

Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: "To accept the agreement for entry and purpose for Russell Gilman for one month, expiring June 12, 2015."**

Motion: R. Sabourn  
Seconded: J. Demeritt  
Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: "To accept a letter to William Dowling regretfully accepting resignation from the Campton/Thornton Transfer Station."**

Motion: M. Peabody  
Seconded: J. Demeritt  
Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: "To approve a yield tax levy in the amount of \$544.13 for PID 6/9-20."**

Motion: R. Sabourn  
Seconded: J. Demeritt  
Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

#### **PLANNING UPDATE**

R. Sabourn informed the board that CDBA has appealed to the Supreme Court on the denial of their second application. B. Regan provided packets of information for the Selectboard to review.

#### **Enforcement issues**

J. Demeritt brought to the board's attention that certifications on the ZCA may not assure that applicants are meeting building codes. The ZCA application form has been updated to reflect additional information and agreement for follow building codes. The board reviewed the updated forms.

#### **ZCA Applications**

The Board reviewed ZCA applications.

R. Sabourn noted that previous set conditions have been met for ZCA application #2015-02 for Murray Movitz.

**MOTION: "To approve a ZCA # 2015-15 Jeffrey and Michelle Daigneault to rebuild due to a house fire."**

Motion: R. Sabourn  
Seconded: J. Demeritt  
Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: "To approve ZCA #2015-04 for PID 10/10-10 for Jarett Ham for a 20x20 shed."**

Motion: R. Sabourn  
Seconded: J. Demeritt  
Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

## **PUBLIC INPUT**

*Present: Michelle Noyes*

M. Noyes asked if an approved ZCA application would be forwarded. R. Sabourn confirmed that the ZCA has been signed and conditions have been met. TA Beaulieu provided a copy of the approved ZCA as requested.

## **TOWN ADMINISTRATOR PRESENTS**

*Address Change Request*

TA Beaulieu informed the board that she received an email regarding Doe Run and Liberty Lane and 911 and town records do not match. She spoke with Chief Defosses regarding continuing Doe Run as requested. TA Beaulieu has signed approval on behalf of the Selectmen to update those addresses to match 911 addresses.

*Primex*

TA Beaulieu informed the Board that she received a quote from Primex for property liability insurance. The net contributions for property liability insurance is \$24,889.00, the current amount paid with the Property Liability Trust is higher at \$25,001. The Board discussed the options for changing insurance company

**MOTION: "To approve a non-renewal with PLT for the 2015-2016 year."**

Motion: J. Demeritt  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

**MOTION: "To contract with Primex for the 2015-2016 year for the amount of \$24,889.00."**

Motion: J. Demeritt  
Seconded: M. Peabody  
Discussion: None.  
Motion Passes: 3– Yes, 0 – No

*Job Shadow Request*

TA Beaulieu informed the Board that a job shadow request was received from Amanda Fleury for Monday, May 18, 2015 with the Town Administrator. The board agreed to grant this request.

*Transfer Station Map*

TA Beaulieu distributed the aerial map submitted to town hall from K. McGuire. The aerial map has been used to diagram the layout of the Transfer Station and the location of buildings, well, septic, etc. to be used for the anticipated request for capital items needed in the CIP program.

*Employee Contracts*

TA Beaulieu informed the Board that the new Tax Collector, Town Administrator, and Police Chief contracts have been submitted to the Selectboard for review. The board agreed to discuss the contracts during the May 27, 2015 meeting. TA Beaulieu informed the board that she will not be in attendance at that meeting. R. Sabourn suggested that if there are differences of opinion with the tax collector contract then they would like to meet with the Town Administrator and the Tax Collector at a later date. The Board members agreed.

*Notice of Sale and Tax Deeded Properties*

Tax deeded property notice will be advertised tomorrow in the Record Enterprise and in the Sunday Manchester Union Leader.

### **6:00 PM Murray Movitz – Judges Road**

**Present:** *Murray Movitz, George Humphrey, James Shiels, John and Mary Bolster, Richard and Patricia Lindblom, Kelly Swaner, David Laton, and Frank Carrao.*

M. Movitz stated that he has lived at 121 Judges Road since 1987; the road was paved when he purchased. He has concerns with the continued deterioration of the road and proposed a plan to re-grade and re-pave as soon as possible. M. Movitz also asked if the rumor to downgrade the road to gravel is true and he has hopes that the town does not choose this route.

Craig Antonides submitted a letter in his absence and Chairman Paul-Hilliard read into the record.

George Humphrey submitted pictures of areas of Judges Road that are deteriorating. He and Frank Coarao also expressed concern of the current and future condition of the road and what it would become if it were gravel.

The board discussed that they need to keep their options open, and would like to review the road and process information provided this evening before coming to a conclusion as to how to move forward with Judges Road. The Board discussed the different options that are being considered including repaving and returning the road to a gravel road.

P. Lindblom asked the board if the capital improvement plan could include Judges Road in the CIP. J. Demeritt agreed that this could be an option however there are limited funds that need to be shared between departments. R. Sabourn suggested scheduling a site walk to review the area.

Requests were made by abutters that they be notified when this item will be on the agenda again and when the site walk will be conducted. TA Beaulieu asked for an email or address for a point of contact to inform them of the upcoming meetings. It was agreed that the contact will be Mr. Movitz.

Kelly Swaner asked if federal dollars are available due to damage that was made as a result of Hurricane Irene.

John Bolster recommended that dig safe mark the road prior to the Selectmen's site walk and for the plan of action to improve the road sections at a time. He also expressed his concern with a gravel road and the cost of maintaining it if it were to be gravel.

Chairman Paul-Hilliard agreed that the board will take their concerns under advisement and will schedule a site visit for Judges Road. TA Beaulieu will provide information to Murray Movitz to forward to abutters after the board schedules a date and time for the site visit.

### **6:35 PM Public Hearing – Fee Schedule.**

*Present: RA Kubik and Chief Diamond*

Chairman Paul-Hilliard read the advertisement which has met posting requirements.

The board reviewed current and proposed fees.

R. Sabourn suggested lowering the copy fee from \$2.00 for \$1.00 pp for 11x17 copies. TA Beaulieu explained that usually these copies are for tax map copies. The board discussed the cost.

The Board discussed the increase in special detail rates. Chief Diamond provided an average of local towns and their detail rate. The Board agreed that the Boogie and Blues Festival and Bluegrass Festival should be charged at the previous rate due to the applications already being approved and processed through the Police Department at the previous rate for the 2015 special event. The Board agreed with the proposed special duty rate.

To close the public hearing at 7:10 PM

**MOTION: "To approve the proposed fee schedule of May 13, 2015 as submitted."**

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

**MOTION: "To approve the Boogie and Blue Grass special events for 2015 detail rate will be charged at the 2014 rate due to a previous agreement at the time the special event application was approved."**

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

**7:00 PM Chief Diamond & RA Kubik Weight Limit Issue**

*Present: RA Kubik and Chief Diamond*

TA Beaulieu informed the board that information from surrounding towns and RSAs has been received from N. Decoteau, Chief Diamond, and RA Kubik. Packets of information were provided to each board member.

The Board reviewed the information and made suggestions for amendments. After a lengthy discussion, the board agreed to review the information and schedule a future meeting to further discuss the process.

The Board agreed that exceptions should be made in writing by the Road Agent.

**7:15 PM Chief Diamond – Parking Ordinance Posting & Citizens Academy**

Chief Diamond presented updated citations that include the updated town ordinances. Chief Diamond also presented the temporary no parking signs as discussed during a previous meeting. RA Kubik has improved some level, off road areas that are available for off road parking. The Board recommended that Chief contact the National Forest Ranger to receive permission to permanently post no parking signs. Chief Diamond will start installing the temporary no parking signs and order permanent signs to be installed at Orris Road. Temporary no parking signs may be installed as needed in other areas of town.

**Citizens Academy**

Chief Diamond informed the board that Waterville Valley holds a citizens academy to inform townspeople as to what the emergency departments do during their daily business using hands on demonstrations. The Fire Department is starting to advertise on May 15, 2015 to hold a citizens academy for Thornton/Campton/Ellsworth residents. Corporal Gilman will be attending on behalf of the Police Department during his regular scheduled hours.

**Generator Grant Update**

Chief Diamond informed the board that the grants have been submitted. All work shall be completed by September 30, 2015; discussion occurred that the generator would not be

received by September 30 even if it were ordered today. Chief Diamond contacted Paul Hatch to determine what would happen if this work was not completed by the deadline and he has not received a response back as of today. TA Beaulieu discussed her concern that this deadline date has not been brought up during multiple meetings with P. Hatch. Chief Diamond will continue to reach out to P. Hatch and move forward with the grant process.

**SELECTMEN COMMENTS**

R. Sabourn noted a check was received from State Bridge Aid for \$79,000 towards engineering costs for the Millbrook Covered Bridge project.

TA Beaulieu informed the Board that the joint meeting with Fire Commissioners for May 18, 2015 has been canceled.

**8:20 P.M. MOTION: "To adjourn."**

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

Respectfully submitted,

Jessi Fleury  
Board Secretary

**TOWN OF THORNTON**  
**Selectmen's Agenda**  
**May 13, 2015**  
**4:00 PM**

**Public Input is not permitted throughout the Selectmen's meeting unless requested by the chairman of the board. Public forum is scheduled for the public to have a 5 minute discussion period. If the individual requires more than 5 minutes we request that you schedule as an agenda item.**

- 4:00 P.M.            Pledge of Allegiance
- 4:00                Legal – Conference Call
- 4:30 P.M.            Selectmen Work session

**Review documents in the following folders:**

Payroll/Vendor Manifest  
BOS Motion/Sign Folder  
Signature Folder  
Action Folder reviewed by Board for presentation by the Town Administrator later  
Zoning Enforcement Folder  
Planning Director's Folder  
Minutes Folder  
Mail Folder – initial top right corner of each mail item to allow filing

- 5:15 P.M.            Work session Closed
- 5:15- 5:30 P.M.    Selectmen motion and sign the payroll manifest  
Selectmen motion and sign the vendor manifest  
Selectmen motion and sign the minutes in the folder  
Selectmen process the work supplied by Nancy Decoteau in the Z.E. Folder  
Selectmen process the work supplied by Brian Regan in the Planning Director Folder  
(Items from above folders that require lengthy discussion will be reviewed after the agenda appointments)
- 5:30 P.M.            Town Administrator presents Action Folder Items  
Town Administrator presents

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

- 6:00                Murray Movitz – Judges Road  
6:30                Public Hearing- Fee Schedule  
7:00                Chief & RA Kubik Weight limit issue  
7:15                Chief Diamond – Parking Ordinance Posting & Citizens Academy

Board of Selectmen Item Discussions

**Public Forum**

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  
May 13, 2015  
SIGN IN SHEET (Please Print)

1	Michele Noyes	26
2	Dave Loton	27
3	MURRAY MINTZ	28
4	GEORGE HURPHREY	29
5	JAMES SHEW	30
6	John Bolster	31
7	Mary Bolster	32
8	Richard Lindblom	33
9	Patricia Lindblom	34
10	Kelley Swanson	35
11	Frank Corrao	36
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