



## TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: 7-22-15  
BOS Initial: JPH  
Rec'd by Town Clerk on: 7/24/15  
Town Clerk Initials: JF

### Board of Selectmen Meeting Minutes July 8, 2015

11:45 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 Beaulieu, Town Administrator and Jessi Fleury, Board Secretary

#### ACTION FOLDER

**MOTION: "To approve the payroll manifest 7-10-2015 in the amount of \$29,948.65."**

Motion: M. Peabody

Seconded: J. Demeritt

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Abstained: R. Sabourn**

**MOTION: "To approve the vendor manifest 7-10-2015 in the amount of \$571,428.66."**

Motion: B. Benton

Seconded: J. Demeritt

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Abstained: R. Sabourn**

**MOTION: "To accept the BOS public meeting minutes of 6-24-15 as amended."**

Motion: R. Sabourn

Seconded: J. Demeritt

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Abstained: B. Benton**

**MOTION: "To accept the BOS non-public meeting minutes of 5-27-15 as presented."**

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To accept the BOS non-public meeting minutes of 6-24-15 as presented."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Abstained: B. Benton**

## LAND USE REPORT

### *ZCA Applications*

**MOTION: "To approve the ZCA Application #2015-14, for PID 10/5-9 to build a 20'x22' carport on pilings."**

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

**MOTION: "To approve the ZCA Application # 2015-15, PID 16/5-7 to add a farmer's porch and fireplace."**

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

**MOTION: "To approve the ZCA Application # 2015-16, PID 11/1-9 to remove a 12'x16' deck and replace with a 7'x14' screened porch and a 14'x14' covered porch."**

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

### **Enforcement Actions**

#### *Follow up Letter – R. Giuliano*

The Board reviewed a response letter to R. Giuliano in regards to a concerned citizen form submitted to the Selectboard on June 8, 2015 regarding Chickenboro Road /R. Provost concerns.

### **ACTION FOLDER**

#### *Abatements*

The Board reviewed the following 2015 abatements.

**MOTION: "To approve 2015 abatement for the following properties:**

- Collamore for PID 17/14-4003 in the amount of \$281.40 and \$256.80 WEVD
- Johannsson for PID 3/8-12 in the amount of \$64.72
- Mellen for PID in the amount of \$281.40 and \$256.80 WEVD
- Murphy for PID 17/14-4004 in the amount of \$281.40 and \$256.80 WEVD
- Robertson for PID 4/1-4 in the amount of \$152.89
- Wade for PID 11/1-114 in the amount of \$187.60

**Total amount of 2015 abatement list is \$1,249.41 and \$770.40 WEVD."**

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

**MOTION: "To accept a resignation from Jim Demeritt as Fire Commissioner."**

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

**MOTION: "To approve an abatement in the amount of \$822.50 for PID6/9-50, Third Mag 7 Family Limited Par."**

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

**MOTION: "To accept yield tax levy warrant in the amount of \$442.98 for PID 10/14-1."**

Motion: J. Demeritt  
Seconded: R. Sabourn  
Discussion: None.  
Motion Passes: 4 – Yes, 0 – No Abstained: M. Peabody

**Town Administrator (TA) Presents**

Safety committee CIP request is recommending bullet proof glass for reception window and wall. TA Beaulieu expects the cost to be comparable to the cost that is estimated for the Police Department safety glass. The Board discussed grant opportunities. After discussion, the board agreed that they understand the concern, but do not agree bullet proof glass is a necessary item to add to the CIP at this time.

**1:15 P.M. Lisa Lima – Dog Complaint**

L. Lima met to express her concern with her neighbors approach to her dogs barking and a complaint made to the Police Department. TA Beaulieu informed the board that Chief Diamond informed her that after Corporal Gilman visited the residence and discussed the dog issue with the owner, Chief Diamond has since visited the property and confirmed that the dogs did not bark for 30 minutes at a time.

**1:30 P.M. Transfer Station – Backhoe Discussion**

*Present: K. McGuire, Manager*

K. McGuire met with the board to discuss the CIP needs for the Transfer Station. K. McGuire informed the board that he has only received one quote for a 2011 CASE 580SN backhoe from Beauregard Equipment and asked if he needs to continue search for quotes if companies are not interested in providing a quote after several attempts.

**MOTION: "To waive the Thornton Procurement Policy due to the inability to compare and quote same machinery and the fact that other quoting companies are not responding."**

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

**MOTION: "To purchase the 2011 CASE 580SN backhoe from Beauregard Equipment in the amount of \$54,000.00 if still available as quoted and agreed upon by the Town of Campton."**

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

**CIP Presentation**

The Board discussed the transfer station building including toiletry facility needs, furnace replacement needs and general area of the building. The Selectboard recommended K. McGuire discuss the monetary amounts with the Town of Campton as well. K. McGuire stated that he could explore possible reimbursement options from America the Beautiful.

K. McGuire stated that the Transfer Station will need a compactor in the near future. TA Beaulieu explained that Cindy Schofield emailed all the department heads the forms that he will need to complete to move funds for equipment needs and building needs for the CIP process to complete this year. It was determined that Kevin will need to submit two forms one to replace the wood grinder with a compactor and another to add the building renovations for the \$60,000 quote he collected.

*Recycle Building Furnace*

K. McGuire updated the board of two quotes received to replace the furnace.

TA Beaulieu provided K. McGuire with an outline of discussion items to review when he meets with the Campton Selectboard. He will try to meet with them on Monday, July 13, 2015.

The Board asked TA Beaulieu to attend the Campton meeting to support Mr. McGuire.

**1:45 P.M. Paving Bid Award**

*Present: RA Kubik and K. McGuire, Transfer Station Manager*

The Board reviewed the following bids that were received by the deadline date of July 6, 2015 and opened as advertised by the Town Administrator and Road Agent. GMI Paving was the only bidding contractor present at the scheduled bid opening:

	Project 1 Transfer Station	Project 1 w/o mall side expansion	Project 2 Snowood Dr.
GMI	\$58,692.38	\$46,115.33	\$82,424.50
Blacktop Ink	\$68,119.68	\$54,156.80	\$95,720.28
R&D Paving	\$78,017.00	\$60,688.00	\$85,331.25
Bryant Paving	\$75,558.00	\$60,842.00	\$98,560.00

The Selectboard and RA Kubik discussed the town needs as well as the need to discuss these prices with the Town of Campton. K. McGuire will bring the quotes to the Campton Selectboard when he meets with them to discuss the backhoe purchase for the Transfer Station.

**MOTION: "To accept the bid from GMI in the amount of \$82,424.50 for Project 2, Snowood Drive."**

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

**MOTION: "To conditionally accept the bid from GMI for Project 1 at the Transfer Station in the amount of \$58,692.38 with the approval of the Campton Selectmen"**

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

*Highway CIP – 6- Wheeler*

RA Kubik informed with the Board that he found a used 6 wheeler he may be interested in purchasing. The Board discussed the purchase.

**MOTION: "To allow RA Kubik to purchase the used 6 wheeler as discussed for no more than \$29,500.00 unless RA Kubik decides the purchase is not in the best interest of the town."**

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

**MOTION: "To waive the Thornton Procurement Policy due to the equipment being used and one of a kind."**

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

**2:00 P.M. Fire Department CIP Presentation**

*Present: Chief Defosses*

The Board reviewed the CIP proposal submitted by Fire Chief Defosses to include a utility replacement truck in 2025 for a cost of \$16,000.00 Thornton share.

Fire Chief Defosses also recommended moving the replacement of a command vehicle scheduled for 2016, to the year 2017.

The Selectboard agreed with the recommendations from the Fire Chief for the 2015 CIP.

**2:30 P.M. Tax Collector Preliminary Deed List**

TA Beaulieu provided an outline of the preliminary tax deeded property list submitted by the Tax Collector. As of July 1, 2015 there are thirteen properties eligible for tax deeding, plus all the LCJ Holdings LLC (aka Owls Nest Properties) and five waivers due to bankruptcy, elderly deferrals, & liabilities. The tax deeding process will be scheduled on the next Selectboard agenda.

The Board agreed with the proposed waivers of properties to reject for deeding.

## **PUBLIC FORUM**

No Public Forum was received.

### **Signature File:**

Custodial Contract with PF Property Maintenance

## **SELECTMEN COMMENTS**

### *Beautification Committee*

M. Peabody informed the board that the Beautification Committee is in the process of gathering old photos and is working on reframing them to display at the Town Hall.

The Location for the Christmas tree has been flagged at the town hall.

A bench is in the process of being refinished for the town hall. TA Beaulieu discussed safety concerns with the proposed temporary bench. The Board agreed that the bench must meet safety needs, be sturdy and high enough to be easily accessed.

### *Millbrook Update*

R. Sabourn, J. Kubik, and J. Demeritt met with 2 FEMA Representatives and Paul Hatch to discuss the water flow on Hazelton Road and Millbrook Road. The town may qualify for grant funds and Paul Hatch recommended Bergeron for engineer work as they have river study information already. R. Sabourn agreed that the Town needs to fix this road and asked the Board for permission to contact Bergeron to receive an engineering quote and then the highway department can fix the road. R. Sabourn recommended a capital outlay project for 2016. R. Sabourn will research options for engineer services.

### **3:24 P.M. Fire Department Site Visit – Fleet Inspection**

The Board attended the Fire Department fleet site inspection and will report any conversation or concerns/comments at the next Selectmen's Meeting.

### **3:24 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**  
**July 8, 2015**  
**11:45 A.M.**

**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.**

11:45 A.M. Pledge of Allegiance  
11:45 Legal Conference Call- Non-Public  
12:00 P.M. Selectmen Work session

**Review documents in the following folders:**

Payroll/Vendor Manifest  
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

12:45 P.M. Work session Closed

12:45-1:00P.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)

1:00 P.M. Town Administrator presents Action Folder Items  
Town Administrator presents

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

1:15 Lisa Lima – Dog Complaint  
1:30 Transfer Station CIP Presentation  
1:45 Paving Bid Award  
2:00 Fire Department CIP Presentation  
2:30 Tax Collector's Preliminary Deed List  
3:00 Fire Department Site Visit- Fleet Inspection

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**  
**July 8, 2015**  
**SIGN IN SHEET (Please Print)**

1	<i>Lisa Lima</i>	25
2	<i>Daniel Defosse</i>	26
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