



**TOWN OF THORNTON  
BOARD OF SELECTMEN**

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

Approved on: 8/5/2015  
BOS Initial: JH  
Rec'd by Town Clerk on: 08/06/15  
Town Clerk Initials: JJZ

**Board of Selectmen Meeting Minutes  
July 22, 2015**

**5:00 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 Beaulieu, Town Administrator and Jessi Fleury, Board Secretary

**Vice-Chairman R. Sabourn excused himself from the meeting for twenty minutes during a zoning compliance inspection on Route 3 South.**

**ACTION FOLDER**

**MOTION: "To approve the vendor manifest 7-24-2015 in the amount of \$761,067.98."**

Motion: B. Benton  
Seconded: J. Demeritt  
Discussion: None.

**Motion Passes: 3 – Yes, 0 – No Abstained: R. Sabourn and J. Paul-Hilliard**

**MOTION: "To approve the payroll manifest 7-24-2015 in the amount of \$20,142.09."**

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

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To accept the BOS public meeting minutes of 7-8-15 as amended."**

Motion: B. Benton  
Seconded: J. Demeritt  
Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

## SIGNATURE FILE:

The Board signed the following items:

- Purchase order for Beauregard Equipment for the purchase of a 2012 CASE 580SN Backhoe for the Transfer Station in the amount of \$53,800.00.
- Resignation acceptance letter to Stephen Shaughnessy, Conservation Commissioner

## LAND USE REPORT

### *ZCA Applications*

**MOTION: "To approve the ZCA Application #2015-17, for PID 6/9-10 to build a detached garage."**

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

**MOTION: "To approve the ZCA Application # 2015-18, PID 15/1-44 to remove a deck and replace with a farmers porch and a screened in portion of existing deck on rear of house."**

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

TA Beaulieu informed the Board that Gregory Gorski contacted the office today asking the town to provide proof that he is not receiving a tax exemption on his property in Thornton. She explained that he is looking for an exemption in another state of residence and this is a requirement of that state.

**MOTION: "To send a letter to Gregory Gorski on PID 17/4-8 per his request to confirm that he is not receiving tax exemptions for Thornton property."**

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

TA Beaulieu informed the Board that the USDA Forest Service has issued a grant modification for patrolling Tripoli Road by adding \$1,700 to the annual operating amount.

**MOTION: "To approve a grant modification from the USDA Forest Service for patrolling the Tripoli Road to add \$1,700 to the annual operating amount for the Police Department."**

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

**MOTION: “To request to withdraw funds from the capital reserve fund – Transfer Station Major Equipment in the amount of \$18,292.00 for the purchase of a 2012 CASE 580SN backhoe.”**

Motion: M. Peabody

Seconded: J. Demeritt

Discussion: R. Sabourn asked if the joint meeting with Campton supports the purchase of the backhoe. TA Beaulieu replied that Campton was in agreement with this purchase.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: “To approve an Intent to Cut for PID 9/1-2 owner Vincent Levasseur.”**

Motion: R. Sabourn

Seconded: J. Demeritt

Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: “To deny an abatement per recommendation from Avitar for PID 16/6-13.”**

Motion: J. Demeritt

Seconded: R. Sabourn

Discussion: None.

**Motion Passes: 5– Yes, 0 – No**

**MOTION: “To accept a resignation from Stephen Shaughnessy as a Conservation Commission member.”**

Motion: J. Demeritt

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

#### **Town Administrator (TA) Presents**

TA Beaulieu asked the Board for clarification as to when the flag should be lowered for deaths on a municipal level. The Board discussed the issue and when the town flags should be lowered in honor of a death. The Police Department has been assigned the responsibility to raise and lower the flag and would like clarification as to when the Board feels this is appropriate. M. Peabody stated that seeing the flag lowered is a strong show of appreciation and respect for those that pass away while currently servicing a public office.

**MOTION: “To approve the lowering of three flags located at the municipal building, old town hall building, and memorial to half-mast from 8:00 a.m. to noon on the day of the burial when an elected or appointed official passes away during a current active term.”**

Motion: J. Demeritt

Seconded: R. Sabourn

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

#### **NH Department of Safety Grant Update - Hazard Mitigation**

TA Beaulieu stated that the Board met with Paul Hatch to discuss the hazard mitigation grant requirements. During the meeting it was discussed that the funds were approved however the town does not have an active Emergency Management Director to process the grant. The board discussed grant writer options, the need for a more active director as well as appointing a deputy director. The Board discussed potential candidates for an emergency management deputy director.

**AGENDA ITEMS:**

**6:45 p.m. Transfer Station Manager- update on Campton/Ellsworth Capital items**

TA Beaulieu informed the board that K. McGuire met with the Campton and Ellsworth Selectboards last week to discuss upcoming proposed purchases for the Transfer Station. The Towns approved the backhoe, the furnace, the compactor, the addition to the building and recommends doing this year if possible, and they recommended moving the paving project back a year or two after the building is expanded to avoid damage to the new pavement and to appropriate these funds. Campton and Ellsworth are willing to pay their percentage for these expenses.

The board discussed potential methods to increase longevity of equipment. The board discussed the intergovernmental agreement associated with assets and the process followed during an emergency situation. The Board was concerned with the transfer station having to close if machines are broken down.

TA Beaulieu held the CIP requests submitted by K. McGuire for the Transfer Station since the requests have changed. The board discussed the additional funds that are left in the transfer station major equipment capital reserve fund and if the town can use those funds to purchase a new ram in place of the stump grinder.

TA Beaulieu informed K. McGuire that a request for funds in the amount of \$18,650 from CIP for the compactor and additional request forms are needed for the renovations of the transfer station building in 2016, and a paving request for 2016. TA Beaulieu offered to contact Campton regarding their preference in paving during the year 2016 or 2017.

**6:30 p.m. Waterville Valley Selectmen & TM Decoteau- Recycling**

*Present: K. McGuire, Mike Aronson, Waterville Valley Selectmen*

M. Aronson met with the Board to discuss the option of sharing the transfer station with full-time Waterville valley residents for recycling purposes only. The Board discussed the request and agreed to re-discuss after M. Aronson consults with surrounding towns.

The Board discussed the status of the recycling and the cost associated with the fees that are charged.

**7:00 p.m. Accept or waive Tax Collectors deeds for 2015**

The Board reviewed tax deed waivers and properties to be deeded.

**MOTION: "To approve deed waivers for the following properties PID 11/2-2, PID 10/7-7, PID 8/9-9, PID 8/9-8, PID 10/8-5."**

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

The board reviewed whether to accept the following deeds and for town use or resale.

**MOTION: "To deed property known as PID 15/4-19, 32 Morrill Lane, Land and Building to be resold."**

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

**MOTION: "To deed property known as PID 10/1-3-01, Birch Bend, Land only to be resold."**

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

**MOTION: "To deed property known as PID 17/7-48, Upper Mad River, Land only to be resold."**

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

**7:58p.m. Non-public session pursuant to RSA 91-A: 3, II**

**NON PUBLIC SESSION**

**MOTION 7:58 PM "To enter non-public session under RSA 91-A:3, II (b, hiring and e-legal).**

Motion: R. Sabourn  
Seconded: J. Demeritt  
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 8:55 P.M.: "To exit non-public session."**

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

**MOTION: "To make a conditional offer of employment to candidate number 1 for the part time deputy tax collector position, at labor grade 4 step 10 at \$15.86 per hour. "**

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

**MOTION: "To make a conditional offer of employment to candidate number 2 for the temporary municipal clerk position, at labor grade 4 step 6 at \$14.37 per hour."**

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

**MOTION: "To make a final offer of employment to Christopher Rideout for the Thornton Police Department as a patrol officer at labor grade 8 step 3 at \$17.79 per hour to increase to labor grade 8 step 4 at \$18.23 per hour after successful completion of the police academy."**

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

**PUBLIC FORUM**

No Public Forum was received.

**8:58 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 22, 2015**  
**5:00 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.**

5:00 Pledge of Allegiance

5:00 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

5:45 P.M.                Work session Closed

5:45- 6:00 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)

6:00 P.M.                Town Administrator presents Action Folder Items  
Town Administrator presents

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

6:30                Waterville Valley Selectmen & TM Decoteau- Recycling

6:45                Transfer Station Manager- update on Campton/Ellsworth Capital items

7:00                Accept or waive Tax Collectors deeds for 2015

7:30                non-public session pursuant to RSA 91-A: 3, II (b-hiring)

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 22, 2015

**SIGN IN SHEET (Please Print)**

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