



Approved on: Dec 7, 2016
BOS Initial: DAS
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Town Clerk Initials: RJP

to TC 12/8

**TOWN OF THORNTON
BOARD OF SELECTMEN**

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

**Board of Selectmen Meeting Minutes
November 21, 2016**

11:08 A.M. Chairman Sabourn opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

ROLL CALL: Chairman Roy Sabourn, Vice-Chairwoman Marianne Peabody, Selectman John Paul-Hilliard, Selectman Brad Benton, and Selectman John Gaites.

STAFF PRESENT: Tammie Beaulieu, Town Administrator

ACTION FOLDER:

MOTION: "To approve the vendor manifest dated 11-25-2016 in the revised amount of \$305,959.67."

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

MOTION: "To approve the payroll manifest dated 11-25-2016 in the amount of \$17,818.69."

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

MOTION: "To approve ZCA #2016-49 for PID# 15/3-01 for a handicap ramp."

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

MOTION: "To approve ZCA #2016-50 for PID# 6/10-11 for a 10x14' addition to a breeze way."

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

12:27 p.m. Non-public session

MOTION: "To enter into non-public session pursuant to RSA 91-A: 3, II (a-personnel, b-hiring, and c-reputation)."

Motion: M. Peabody
Seconded: J. Paul-Hilliard
Discussion: None.
Roll Call: Chairman Sabourn - yes, Vice Chair Peabody – yes, Selectman Paul- Hilliard – yes, Selectman Benton – yes, Selectman Gaites - yes.
Motion Passes: 5 – Yes, 0 – No

6:38 p.m. MOTION: "To exit non-public session."

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

MOTION: "To make a conditional offer of employment to candidate #4 for employment as the Thornton Police Chief."

Motion: J. Paul-Hilliard
Seconded: J. Gaites
Discussion: None.
Motion Passes: 4 – Yes, 1 – No (M. Peabody)

MOTION: "To approve the BOS public meeting minutes of November 9, 2016 as submitted."

Motion: J. Gaites
Seconded: B. Benton
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

ACTION FOLDER:

Tax Deeded Properties

The Board accepted the final deeds for the sale of tax deeded property and signed the deeds.

Chairman Sabourn read a letter from Joseph and Jean Monagale regarding a bid for 2-3-1 for Thornton Gore Road. The tax card did not indicate the property was in a FEMA flood zone and will be difficult and expensive to develop. The Monagale's offered to reduce their bid to \$1500 or withdraw it completely. The Board discussed the letter. There was no error on the Town's part. The Board agreed that they would not accept an altered bid.

MOTION: "To deny the request of Joseph and Jean Monagale to alter their original bid amount for PID# 2/3-1."

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

MOTION: "To approve the bid sale award sheet and sign the deeds for Fred Snyder for the purchase of PID #15/1-50 sublots 04, 05, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17 and subplot 18 totaling 13 lots in the total amount of \$39,650.00."

Motion: J. Paul-Hilliard

Seconded: J. Gaites

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve the bid sale award sheet and sign a deed with no covenants for PID# 16/7-82 on Colton Road for Susan Glidden in the amount of \$1,000."

Motion: M. Peabody

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve the bid sale award sheet and sign a deed with no covenants for PID# 10/3-30-02 on Chadwick Place in the amount of \$26,111.00."

Motion: M. Peabody

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Letter from Deachman and Cowie, PA Re: Millbrook Valley Maintenance Corporation dry hydrant request

The Board discussed this letter during their previous meeting and had agreed to let the Planning Board and Fire Chief respond to the original letter. The Planning Board Director drafted a letter to Attorney Cowie in response. The Board reviewed the letter submitted by B. Regan. The Board agreed to draft a letter to Deachman and Cowie, PA supporting the Planning Board's decision to not sign the previous proposed letter from Deachman and Cowie, PA and agreed that the Board of Selectmen is not involved in this process.

Transfer Station Hiring

TA Beaulieu informed the Board that candidate #1 has declined the offer of employment for the transfer station position that was made during the last board meeting. The other candidate is also not interested unless the position will be full-time. The transfer station manager is arranging for additional interviews and will keep the Selectboard informed.

2017 Budget Update

TA Beaulieu reviewed the upcoming budget hearing dates. TA Beaulieu asked if the Board plans to offer a COLA next year and/or if they are planning to implement the new wage plan study. Selectman Paul-Hilliard informed the Board that the State is offering a 2% union increase in wages. The Board agreed to start with a 2% COLA increase. TA Beaulieu suggested that the Board consider new health plan options due to the projected increase in insurance cost and the discontinuance of the town's plan as of 2018.

The Board discussed the retirement of the Town Administrator. After discussion, the board agreed that it would be beneficial to have TA Beaulieu support the new administrator during the transition process. TA Beaulieu offered to assist the new Town Administrator through the budget hearings in 2018. The Board agreed that TA Beaulieu should extend her contract to train the incoming Administrator with year-end reporting and the beginning of the budget

process. The Board discussed hiring MRI to lead in the hiring process. The Board agreed to extend the current contract for the TA for one month at this time and to seek proposals from MRI to assist in the hiring process for late July/early August.

2015 Audit

TA Beaulieu distributed copies of the 2015 town audit for the Board to review.

SELECTMEN'S COMMENTS

R. Sabourn informed the Board that he would like to schedule a water test for the well at the Transfer Station. Selectman Benton and Selectwoman Peabody will conduct a water test and Selectman Gaites will bring it to Concord to be tested.

Selectwoman Peabody informed the Board that the Christmas tree lighting will be held on December 7, 2016 at 4:30 p.m. The Board discussed purchasing a Santa suit for about \$100 and agreed that a good-quality suit should be purchased so that it can be used for many years.

7:35 P.M. MOTION: "To adjourn."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary