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T. C. 1/5/17

TOWN OF THORNTON BOARD OF SELECTMEN

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Board of Selectmen Meeting Minutes December 7, 2016

5:08 P.M. Vice-Chairwoman Peabody opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

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

STAFF PRESENT: Tammie Beaulieu, Town Administrator and Jessi Fleury, Board Secretary

ABSENT: Selectman John Paul-Hilliard

TA Beaulieu gave the Board a brief explanation of the proposed 2017 budget.

AGENDA ITEMS:

6:30 p.m. CIP COMMITTEE – 2017 CAPITAL PLAN

Present: Bill DeLeo

B. Deleo met with the Board to review the 2017 Capital Plan. He also discussed information received regarding the requested changes from Alba Architects for the Transfer Station. The Board discussed the new proposal. Selectman Benton will arrange to have the water tested from the well at the Transfer Station.

The Board discussed the 2017 expense to replace the 6-wheeler for the Highway Department. RA Kubik explained that he has been looking for used trucks within \$30,000 and has not found a truck that would serve their needs yet. The Board discussed having \$55,000 or \$60,000 available for the 6-wheeler replacement in the CIP plan.

MOTION: "To allow the amount of \$30,000 to be carried forward from the previous year in the CIP as requested by RA Kubik and to add an additional \$30,000 to total \$60,000 for the purchase of a used 6-wheeler."

Motion: B. Benton

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

7:00 p.m. 2016 YEAR-END DEPARTMENT PURCHASE REQUEST

TA Beaulieu presented the year-end department purchase requests. The Board reviewed the expended amount for the current budget.

Town Hall Office Request

TA Beaulieu requested to purchase an additional fireproof filing cabinet to accommodate the new filing system implemented recently. The Board agreed to this purchase.

The Planning Board would like to purchase new conference tables and chairs for the conference room to accommodate the Planning Board members and alternates. After discussion, the Board agreed not to purchase new tables and chairs at this time as the ones that are in the conference room are still functional.

TA Beaulieu requested permission to have the computer network rewired at the Town Hall. This expense is currently in the 2017 proposed budget and will be removed if the Board agrees to complete this work in 2016. The Board agreed.

TA Beaulieu also requested permission to purchase a replacement computer for the bookkeeper/assessing position. This is also in the 2017 proposed budget and will be removed if purchased this year. The Board agreed.

Road Agent Request

RA Kubik requested permission to purchase a new wing for snowplowing in the amount of \$8,225.00. The Board discussed purchasing a trailer to move heavy equipment. RA Kubik explained that he has been using his personal trailer to move Town equipment which is easier than scheduling to rent a trailer. This allows him to continue working on a project when he is in need of a trailer. The Board agreed that RA Kubik should provide a reasonable rental rate for the town to reimburse him for the use of his trailer and to leave \$2,000 in the highway- vehicle and equipment purchase rental budget line. The Board agreed to purchase a wing for \$8,225.00 in 2016.

Police Department

Interim Police Chief French requested to purchase a replacement photocopier for the Police Department. The Board agreed to purchase the new copier in the amount of \$5,145. He also requested to purchase a Tri-tech mobile module for \$5,000 to allow the officers to access databases without having to contact dispatch. TA Beaulieu explained that if the town can reduce the calls to dispatch, it is expected that the cost for dispatch services will go down. She explained that it is an additional service but in the end, it will save money in their budget. The Board agreed to make the purchase. The Board agreed to purchase a cruiser computer mount in the amount of \$1,356. The Board also agreed to purchase a new Taser to equip the fifth officer. The Board agreed to approve a total amount of \$12,701 as requested by the Police Department Interim Chief French.

Fire Department – Radio purchase and Pay and Wage Study

Chief Defosses informed the Board that he would like to hire MRI to conduct a Pay and Wage Study. The Board discussed the high estimate for the study in relation to the amount of positions that the department has. Chief Defosses explained that the study is complicated due to the call staff as well as the varied certification levels. He thinks that the estimate is higher than the actual cost will be. The Board discussed the need to have the study correctly implemented in order for the wage scale to be beneficial for the Town and the employees. Chairman Sabourn explained that similar community sizes should be used when having a new pay scale completed. Chief Defosses agreed to discuss this with the commissioners to make sure comparable towns are used. After discussion, it was realized that Chief Defosses would like to encumber funds for the pay and classification scale from the 2016 budget.

He would also like to purchase two new radios to replace two that are out of service date. The radios were not included in the 2016 budget. If they are not purchased, then he would need to budget for them in 2017. He does have funds available in the current budget to purchase the radios. The Board agreed to purchase the radios this year and will encumber the funds if needed. TA Beaulieu explained that the contracts have to be in place before the end of the year and the equipment or service should be received and paid for within the first two months of the year.

The total amount to be encumbered by the Fire Department is \$43,300.00.

7:15 p.m. FIRE DEPT. 2017 BUDGET PRESENTATION

Present: Chief Defosses, Ian Helm, Sue

The Board agreed to review the budget in more detail in consideration of the encumbrances that were approved this evening.

Selectman Benton recused him from the meeting.

8:15 p.m. SNOWPLOW SEASON 2016-2017 OPTIONS

The Board met with RA Kubik, Brad Benton Sr., and Brad Benton to discuss the winter plowing/sanding contracts. TA Beaulieu informed the Board that Selectman John Paul-Hilliard was not able to attend the meeting, however he did forward his suggestion to hire two seasonal on call employees. Applications and required insurance coverage was submitted by the Benton's for their plowing and sanding contracts. RA Kubik provided a cost comparison excel spreadsheet that compared the cost of owning trucks to the cost of hiring subcontractors. He also included a cost/profit comparison for the subcontractors to consider. The board reviewed the vendor contracts received.

Brad Benton suggested that the town pay the Benton's an additional \$3.00 an hour as well as a 5-hour minimum guarantee per week. The Board discussed the request and agreed that the budget would not allow for such a high increase.

After a lengthy discussion, the board agreed to hire subcontractors for the 2016-2017 winter season and guarantee a minimum of 5 hours per week for plowing. They also agreed to provide enough time for the subcontractors to clean up the roads after a storm to provide a better service to the town.

MOTION: "To agree to hire winter plowing subcontractors for the 2016-2017 winter season with the current set hourly rates and to provide a minimum of 5 hours per week guarantee for plowing with an increase in service time provided for the town."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 - Yes, 0 - No

Brad Benton and Brad Benton Sr. agreed to the terms.

8:30 p.m. HIGHWAY 2017 BUDGET PRESENTATION

The Board agreed to reschedule this meeting until the December 19, 2016 meeting.

ACTION FOLDER:

ZCA

The Board reviewed a ZCA permit.

MOTION: "To approve the ZCA #2016-51 for PID 16/7-5, for a single family home and garage intended to update a 2015 ZCA previously approved."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the vendor manifest dated 12-9-2016 in the amount of \$837,659.31."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 3– Yes, 0 – No Abstained: R. Sabourn

MOTION: "To approve the holiday gathering manifest dated 12-2-2016 in the amount of \$2,704.00."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the payroll manifest dated 12-9-2016 in the amount of \$28,698.58."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the welfare manifest dated 12-10-2016 in the amount of \$1,625."

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

Motion Passes: 3 – Yes, 0 – No Abstained: M. Peabody

MOTION: "To approve the BOS public meeting minutes of November 21, 2016 as amended."

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

Motion Passes: 4 – Yes, 0 – No

Concern Citizen Issue

A concerned citizen form was received regarding the Town highway department. A resident believed that town highway personnel was using private property for toileting. RA Kubik will follow up and let them know that the department was not working in that area.

TA Beaulieu informed the Board that Brian Regan resigned from the Planning Director due to the need to have less hours. He has offered to provide volunteer services until another arrangement can be made. The Board discussed hiring him as a vendor/contractor rather than

as an employee. The Board discussed the contract and would like to speak with B. Regan and the Planning Board to get more information.

MOTION: "To accept the resignation from Brian Reagan and to accept any volunteer service offered by B. Reagan for short term assistance."

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

Motion Passes: – Yes, 0 – No

Police Department Cruiser Use

TA Beaulieu informed the Board that Interim Police Chief French gave approval for Corporal Gilman to bring a cruiser home with him since he is the officer in charge outside of regular office hours. Corporal Gilman allowed Officer Rideout to bring a cruiser home since he is on call most of the time. The Board agreed that Corporal should take a cruiser home but that Officers should only take a cruiser overnight if they are on call. When a new chief is hired, there shouldn't be any reason that an officer takes a cruiser home.

MOTION: "To approve a request to cut Timber for PID 11/1-66, owner Brenda Noseworthy c/o Steele Trust."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To accept a resignation from Mary Pelchat as a Supervisor of the Checklist."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve an abatement for PID FAIR-1, Fairpoint Communications, the NNETC will accept the lower assessment in the amount of \$36,435.00 for the tax years 2011 and 2012."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To accept the original timber tax warrant for PID #6/9-19, owner Joseph Flemming in the amount of \$1,736.13."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To accept and sign the 2016 Equalization report as submitted by the Assessing Department."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve an abatement for PID #10/11-1a, owner Edward Downing, in the amount of \$25.00."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve an abatement for PID #15/4-902, owner Richard Merrill, in the amount of \$386.00."

Motion: B. Benton
Seconded: J. Gaites
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve a change to a previous vendor manifest motioned on 11-25-16 in the amount of \$305,959.67 to an amended amount of \$305,998.55 to permit a check to B. Reagan in the amount of \$38.88."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the final sale of town property to Theodore Smith."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

NON-PUBLIC SESSION – RSA 91-A:3, II (a-personnel, b-hiring, c-reputation)

10:39 p.m. 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: B. Benton
Discussion: None.
Roll Call: Chairman Sabourn - yes, Vice Chair Peabody – yes, Selectman Benton – yes, Selectman Gaites - yes.
Motion Passes: 4 – Yes, 0 – No

11:17 PM MOTION: "To exit non-public session."

Motion: B. Benton
Seconded: J. Gaites
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

MOTION: "To make a conditional offer of employment for candidate #4 for the Police Chief position at Labor Grade 14 Step 14 salary with 43 minimum hours a week with 4 weeks of vacation ."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

11:18 P.M. MOTION: "To adjourn."

Motion: B. Benton
Seconded: M. Peabody
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary