



Approved on: 6/6/18
BOS Initial: RS
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Town Clerk Initials: RS

**TOWN OF THORNTON
BOARD OF SELECTMEN**

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

**Board of Selectmen Meeting Minutes
May 8, 2018**

ROLL CALL: Chairman Roy Sabourn, Selectwoman Marianne Peabody and Selectman John Gaites.

STAFF PRESENT: Town Administrator (TA) Debra Shepard

ABSENT: Vice Chairman John Paul-Hilliard, Selectman Brad Benton

5:30 P.M. Chairman Sabourn opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance:

MOTION: "To approve the payroll manifest dated 5/11/2018 in the amount of \$26,548.14"

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

MOTION: "To approve the vendor manifest dated 5/11/2018 in the amount of \$200,191.89"

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

Minutes

MOTION: "To approve Board of Selectmen meeting minutes of April 25, 2018 as amended."

Motion: M. Peabody
Seconded: J. Gaites
Discussion: None.
Motion Passes: 2 – Yes, 0 – No Abstained: R. Sabourn

MOTION: "To approve Board of Selectmen non-public meeting minutes of April 25, 2018 as amended."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 2 – Yes, 0 – No Abstained: R. Sabourn

ZCA Review

MOTION: "To approve ZCA #2018-26 for PID#15/2-18 for a garage."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: The applicant states in the application that they will meet setback requirements.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve ZCA #2018-27 for PID#10/4-4 for interior renovations."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve ZCA #2018-24 for PID#2/18-24 for a new home."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve ZCA #2018-25 for PID #17/14-H10 unit 10 on Weeping Birches Lane for a single family house."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve ZCA #2018-28 for PID#12/7-48 for interior renovations and a remodel."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

TA PRESENTS:

Veterans Tax Credit

TA Shepard presented a veteran's tax credit application which was received for PID# 18/17-3.

MOTION: "To approve a veteran's tax credit for PID#18/17-3."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve a tax collector warrant for excavation gravel tax in the amount of \$20.00 for PID#6/2-23."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve a yield tax levy warrant for PID #3/3-12 in the amount of \$122.24."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Capital Reserve Request

MOTION: "To approve the request for funds from the Municipal Buildings capital reserve account in the amount of \$1,222.00 for the key pad access system between police department and new office area."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the request for funds from the Municipal Buildings capital reserve account in the amount of \$23,233.00 to pay Dumont Construction for town hall renovation work."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the request for funds in the amount of \$200.00 from the Bridge Repair and Maintenance capital reserve account for the Mill Brook Culvert NH DES wetlands application."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: R. Sabourn stated that the application is complete. R. Sabourn wrote a letter to Mr. Kindlon whom is a downstream abutting property owner requesting him to provide an easement to the town to allow the town to cross his property to work on this project.. The Wetlands Application will be sent in once the agreement has been made with Mr. Kindlon.

Motion Passes: 3– Yes, 0 – No

Veteran Credit Request

MOTION: "To approve a veteran's credit request for PID#11/1-8-6."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Intent to Excavate

MOTION: "To approve an Intent to Excavate for PID#10/4-3."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3– Yes, 0 – No

MOTION: "To approve an Intent to Excavate for PID#10/3-41."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3– Yes, 0 – No

MOTION: "To approve an abatement request for elderly and disabled tax deferrals in the amount of \$11,381.28 for PID #10/8-5."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3– Yes, 0 – No

MOTION: "To approve a supplemental tax warrant in the amount of \$11,381.28 for PID #10/8-5."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3– Yes, 0 – No

Garceau Update

TA Shepard informed the Board that an email was received from Mr. Garceau in response to the Board's decision to not provide financial assistance with repairs to the private bridge on his property which was damaged during the July 1, 2017 storm. The Board unanimously agreed that their position has not changed and by law they cannot expend funds on private property. The Board denied Mr. Garceau's request for reconsideration. TA Shepard will inform Mr. Garceau of the board's denial.

Tax Deeded Property Sale

TA Shepard informed the BOS that the annual Tax Deeding Process has starting. There are six properties on the deed list for 2018. TA Shepard discussed the process for advertising town owned property. TA Shepard asked if the BOS would consider letting her purchase preprinted signs with general information relative to bids being accepted,

tax deeded property, etc. to post on the property which is being sold by the Town of Thornton. This would give abutters and other interested persons the information on how to contact the town to submit a bid. The signs will be posted on the property for 30 days and could be reused year after year. The Board thought this was an excellent and inexpensive way to get bids and agreed to implement this step into their policy.

Library

TA Shepard received an email from D. Gravel regarding library volunteers. She said many library volunteers would like to remain volunteers rather than be hired as part time employees. TA Shepard asked Primex to review the language provided for in the School and Library Agreement relative to volunteers and Primex reported that that volunteers would be covered under the town's Primex PLIT insurance for up to \$10,000 in medical costs. Primex went on to say that a requirement to having volunteers is that they be supervised by staff and that they sign in and out on a roster when performing volunteer hours.. After discussion, the BOS asked that TA Shepard obtain a signed copy of the School and Library Agreement and the BOS would discuss this further at their next meeting on May 23, 2018

Chickenboro Road

TA Shepard stated that Todd Baldwin is on the agenda for the May 23, 2018 board meeting and he would like to know if any of the concerns regarding the road have been discussed since his last meeting with the Board and if the BOS was prepared to address his concerns on May 23, 2018. M. Peabody stated that she has visited the area, once when there was snow on the ground and again after the snow melted. Chairman Sabourn explained that Mr. Baldwin is looking for the town to do a road layout, which would result in the whole road being pushed over to the neighbors properties.. The Board discussed that any new road plan would have to be done to current road standards. R. Sabourn stated that the town does not have a copy of Mr. Baldwin's road plan and that a copy of this plan would be very helpful. The Board agreed to postpone the meeting with Todd Baldwin until the July 18, 2018 meeting. Chairman Sabourn will continue to look for the map referenced in the court case with Mr. Baldwin. R. Sabourn stated he was fairly certain that T. Baldwin has a copy of the map. TA Shepard will contact Mr. Baldwin to see if he would be willing to supply a copy of the plan to her to help resolve this ongoing road issue.

FEMA UPDATE

TA Shepard reminded the Board of the FEMA Meeting scheduled for Thursday, May 17th at 10:00 a.m. to discuss the July 1st storm in relation to what FEMA has offered as damages for the bridge damage. There is also another FEMA meeting scheduled for May 22nd, at 1:00p.m. to do an inventory of damages from the October storm. .

Fire Committee Meeting

TA Shepard and Vice-Chairman Paul-Hilliard attended a fire committee meeting this afternoon. The next scheduled meeting is May 22 at 3:00 p.m. at the Campton Town Hall.

6:30 Tax Collector's Property Tax Warrant

MOTION: "To accept the tax collector warrant in the amount of \$3,755,205.00."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

6:45 HealthTrust Insurance Plans for 2018-2019

Health Trust

TA Shepard stated that open enrollment period is coming up quickly in anticipation of the July 1, 2018 start date. TA Shepard stated that one of the major changes is an increase in prescription costs and a new higher deductible plan, the ABSOS Plan. The BOS discussed both plans and the possibility of an FSA to assist with the higher deductible. The Town will keep the Luminous Plan in place for Retirees under 65 years of age.

MOTION: "To offer the AB5 and ABSOS plan with no FSA, as well as the Luminous plan for employees and retirees under the age of 65."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: R. Sabourn stated that Chairman Paul-Hilliard had an interest in this discussion. TA Shepard confirmed that she did not consult with him prior to the meeting but she believed he was aware of the plans and the options. The Board agreed to move forward with the motion.

Motion Passes: 3 – Yes, 0 – No

Retirees over Age 65

The insurance currently available to Retirees over 65 is a Medicomp 3 Plan with Prescription. Effective July 1st this year, the Town will be able to offer an additional plan which is a Medicomp 3 WITHOUT Prescription. There is no additional cost to the Town of Thornton to offer this additional plan.

MOTION: "To offer Both Medicomp 3 Plans, one with and one without prescription coverage for retirees over the age of 65."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

USDA Grant Approval – PD

TA Shepard presented the USDA Grant previously approved by the BOS for the Board's approval to accept the grant funds.. Chairman Roy Sabourn signed grant documents to accept the grant funds.

MOTION: "To approve receipt of the USDA grant funds in the amount of \$3,500."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

7:00 Health Officer Issue-Marianne Peabody

M. Peabody stated that she received a complaint from the PD regarding trash conditions at #13 Knight Road. She visited the area and could not figure out which property in the development was the cause of the complaint as there were many concerns. She did find the location of the complaint and contacted the fire chief to receive his opinion. She has not heard back from the fire chief yet. Yesterday she received two more complaints regarding #13 and others, and informed the callers that she has requested assistance from the fire chief. She also suggested that the callers send a concerned citizen form and that she would continue to follow up on the complaint. M. Peabody stated that she spoke with the owner of #13 Knight Road and informed her that she needs to have the trash cleaned out of the shed within 10 days. M. Peabody stated that there may be additional action needed that is beyond the responsibility of the health officer.

7:30 Hubbard Brook Scholarship Award

TA Shepard submitted tally sheets for all applicants of the Hubbard Brook Scholarship. The BOS discussed the results and agreed on the winner.

MOTION: "To award the Hubbard Brook Scholarship to Benjamin Forte."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: M. Peabody agreed to deliver the scholarship as she does annually.

Motion Passes: 3 – Yes, 0 – No

6:45 Non-public pursuant to RSA 91-A: 3, II e - Legal

Non-Public Session

6:45 p.m. MOTION: "To enter into non-public session pursuant to RSA 91-A:3, II, e."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Roll Call: Roy Sabourn – Yes, Jack Gaites – Yes, Marianne Peabody – Yes.

Motion Passes: 3 – Yes, 0 – No

7:02 p.m. MOTION: "To come out of non-public session."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

SELECTMEN COMMENTS

R. Sabourn informed the Board that the contract for the Covered Bridge Road bridge repairs was signed today and the work will begin on Monday, May 14, 2018. R. Sabourn stated that since the contract has been signed, the town can submit for half of the 80% of the State's contribution, as well as one half of any outstanding engineering costs which will allow the town to have funds available for vendor payments. The funds will be put into the trust fund account established for this project pending future invoices.

7:30 p.m. **MOTION: "To adjourn."**

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3– Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary