



Approved on: 6/20/18
BOS Initial: RAS
Rec'd by Town Clerk on: 6/28/18
Town Clerk Initials: JK

TOWN OF THORNTON BOARD OF SELECTMEN

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

Board of Selectmen Meeting Minutes June 6, 2018

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

STAFF PRESENT: Town Administrator (TA) Debra Shepard

5:00 P.M. Chairman Sabourn opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance:

MOTION: "To approve the payroll manifest dated 6/8/2018 in the amount of \$26,468.23"

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No Abstained: J. Paul-Hilliard, B. Benton

MOTION: "To approve the vendor manifest dated 6/8/2018 in the amount of \$187,904.30"

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No Abstained: J. Gaites

Minutes

MOTION: "To approve Board of Selectmen meeting minutes for May 8, 2018 as amended."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None

Motion Passes: 3 – Yes, 0 – No Abstained: J. Paul-Hilliard and B. Benton

to TC 6/20/18

MOTION: "To approve Board of Selectmen nonpublic meeting minutes for May 8, 2018 as presented."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None

Motion Passes: 3 – Yes, 0 – No Abstained: J. Paul-Hilliard and B. Benton

MOTION: "To approve Board of Selectmen meeting minutes for May 23, 2018 as amended."

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None

Motion Passes: 4 – Yes, 0 – No Abstained: J. Gaites

MOTION: "To approve Board of Selectmen nonpublic meeting minutes for May 23, 2018 as submitted."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None

Motion Passes: 4 – Yes, 0 – No Abstained: J. Gaites

Public Input

J. Gallagher, Ski Fanatics, met with the Board to discuss the boat landing at Robin's Nest Road. He explained that the boat ramp is used by his business as well as others to launch boats. A large amount of river rock was displaced onto the boat ramp from a previous storm, making it difficult to access the boat ramp. J. Gallagher stated that there is also a 25x12 foot hole under the bridge that is about five feet deep at the bridge abutment. J. Gallagher stated that he found out that NHDOT owns the property but he is unsure who is responsible to maintain the property. He has spoken with the right-of-way lawyer from DOT and was informed that there is no record of assumed maintenance responsibility but that the town would be permitted to make repairs to the boat launch area if the Town of Thornton so desired. J. Gallagher explained that access to the boat launch is vital to their business. TA Shepard spoke to Fish and Game and this boat launch is not a recognized Fish and Game boat launch.. TA Shepard also confirmed that according to the Town of Thornton tax records, this property is owned by the State of New Hampshire J. Paul-Hilliard reported that he spoke with a colleague at NHDOT and was informed that in the past when they were working on bridges in this area, they did indeed clean up this "boat launch" area. However, NHDOT explained to him that if they are not in this area already working, this area probably would not be cleaned or maintained. At this time, this area is not on their schedule.. J. Paul-Hilliard offered to follow up with NHDOT and make some recommendations to them relative to the bridge abutment and boat launch area. The BOS thought this was a great idea. The BOS informed Mr. Gallagher that the Town of Thornton cannot legally perform any maintenance or repairs to this property as they do not own it.

ZCA Review

MOTION: "To approve ZCA #2018-33 for PID#10/3-22 owner, Richard and Audra Sullivan for a 24x24 garage."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2018-34 for PID# 17/3-11, owner Craig and Elisabeth Russell for a 16x10 deck."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2018-35 for PID# 16/1-7-03, owner LCJ Holdings for a 50x100 golf cart barn."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2018-36 for PID #13/6-29, owner Wayne and Sharon Charron for a 94x42 square foot house."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2018-37 for PID #8/3-5, owner Perkins Family Trust for an interior renovation and deck replacement."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2018-38 for PID #3/3-6, owner Steven Ash for a 18x20 carport."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2018-39 for PID #11/4-27, owner Diamond M. Investments for interior remodeling and exterior siding."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2018-40 for PID #13/6-29, owner Alan and Susan Rawson for a 14x20 shed."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2018-41 for PID #6/9-23, owner Marybeth Somers and Chad King for a 8x20 porch attached to garage."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

TA PRESENTS:

Health Trust Renewal

TA Shepard presented the 2018 Health Trust Renewal Agreement for health insurance for the Board to review and sign.

MOTION: "To approve the 2018 Health Trust Renewal Agreement ."

Motion: J. Paul-Hilliard

Seconded: J. Gaites

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Abatement Requests

TA Shepard presented two abatement requests for the Board to review for campers that have valid registrations.

MOTION: "To approve an abatement request for PID #16/3-50S085 in the amount of \$80.00."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve an abatement request for PID #16/3-50S060 in the amount of \$46.00."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

6:15 p.m. Selectwoman Peabody left the meeting.

Town Hall Renovation Project

TA Shepard informed the Board that the invoices have all been submitted for the town hall renovation project and the total monies spent is \$58,939. The only item left to be completed is to have the glass installed on the Town Clerk side and this has already been included with the approved invoices.

Capital Reserve Request

MOTION: "To approve the request for funds from the Municipal Buildings capital reserve account in the amount of \$350.00 for movers that moved the filing cabinets in the Selectmen's office."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the request for funds from the Municipal Buildings capital reserve account in the amount of \$3,819.75 for the final Dumont Construction invoice for the town hall renovation project."

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the request for funds from the Municipal Buildings capital reserve account in the amount of \$1,453.00 to Minuteman Security for moving the main control center for the PD from its temporary position to its permanent position due to the renovation."

Motion: J. Paul-Hilliard

Seconded: J. Gaites

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the request for funds from the Municipal Buildings capital reserve account in the amount of \$121.51 to Staples for the cash drawer for the town clerk/tax collector installed at the new counter."

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Concerned Citizen Complaint

A concerned citizen complaint was received from Mr. Clement regarding Town Equipment being parked for prolonged periods of time on Tamarack Road. Mr. Clement noted that Sugar Run has strict covenants and regulations and he is not happy that equipment is parked in that area. TA Shepard reported that she spoke with RA Kubik about this complaint and he explained that the Highway Department crew have been on this site doing prep work in anticipation of the paving project which will start shortly. He

said that there will be even more equipment there during the paving project. The Board discussed that most of the property is in the right-of-way. The Board agreed to inform Mr. Clement that the Town is in the process of a paving project and once the project is complete, the equipment will be moved. The Board agreed that equipment should not be parked on private property and the RA should make an effort to remove all equipment as soon as possible once projects are completed.

StreamWorks PLLC invoice

TA Shepard informed the Board of a final invoice from Streamworks in the amount of \$10,000 for the culvert project. The approved contract on file is for a figure not to exceed \$10,900.

MOTION: "To approve the payment of the invoice from Streamworks in the amount of \$10,000."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: Chairman Sabourn brought the BOS up to date on this project. He informed the board that he has drafted permanent maintenance easements to maintain the slopes and drainage related facilities for properties affected by this project and they have been forward to Attorney Conklin for review. He reported that there were several other items NHDES was asking for in their letter of May 30th and those will be taken care of by the Engineer. Once the easements have been completed, they will be forwarded to the Engineer and then everything will be submitted to NHDES.

Motion Passes: 4– Yes, 0 – No

Peaked Hill Pond Road

TA Shepard asked the BOS to vote on the Peaked Hill Road project as discussed at the last BOS meeting when the BOS agreed to spend the SB38 Funds received on this project. All funds must be spent in 2018.

MOTION: "To approve spending SB38 funds on Peaked Hill Road."

Motion: J. Paul-Hilliard

Seconded: J. Gaites

Discussion: None.

Motion Passes: 4– Yes, 0 – No

Tax Deed Notice Information

AA Mahurin provided tax deed notice information to TA Shepard to review with the Board of Selectmen. Tax deed notices were mailed June 1, 2018. Tax Deed date is July 6, 2018. AA Mahurin will present the 8 properties available for tax deeding on June 20, 2018. In the past, BOS members have viewed the properties that are available for tax deeding and then discuss if any waivers should be obtained. The BOS will sign any waivers during the July 2, 2018 Board meeting. TA Shepard shared the list of properties with the BOS.

Planning Board – North Country Scenic Byways Council

Correspondence was received from the North Country Scenic Byways Council. Thornton is a member of this council. However, in the past, no one from the PB has requested to be appointed to participate on this council. The BOS agreed to ask B. Reagan to discuss this further with the Planning Board at their next meeting to find out if

there is any interest to appoint a member of the PB to participate in this council. The BOS will not be designating any BOS members to participate on this council.

CIP Concern

TA Shepard stated that Jessie and Sky Bartlett have submitted their resignations from the CIP due to moving out of town. B. DeLeo asked TA Shepard to discuss this with the BOS. He is concerned that they no longer meet their bylaw requirements relative to required members – which is currently 4 to 6 members. They will be at 3 members until a new member can be appointed. B. DeLeo asked if they should revise their bylaws to amend the number of members or just work on replacing this member. The BOS felt the best plan going forward is to simply replace the member and keep the bylaws in place. The Board agreed to place an ad on the website, the PEG channel and to place notices at Town Hall, Transfer Station and School to encourage volunteers for this committee as well as other town committees.

HEB Field Reports

TA Shepard provided the BOS with all of the HEB Field Reports to date on the bridge project and encouraged them to review the reports and initial them. .

BTLA Review

TA Shepard updated the BOS on the Forsyth appeal to the BTLA. The Forsyth's presented their argument to the BTLA. Dave Woodward from Avitar representing the Town of Thornton requested this appeal be dismissed as no new information was presented. The BTLA agreed with Mr. Woodward and the appeal was dismissed..

State of NH Department of Business and Economic Affairs

TA Shepard stated that she received a letter from the State of NH announcing that Governor Sununu has designated Thornton as an Opportunity Zone. The new Opportunity Zone Program is intended to offer tax incentives for investors to invest in projects located within Opportunity Zones. TA Shepard will follow the progress of this program and keep the BOS informed.

Supervisors of the Checklist

TA Shepard informed the Board that Brook Rose, Town Clerk shared with her a concern regarding Supervisors of the Checklist and possible resignations. Gloria Kimball shared with Brook that she was concerned that Cindy McCauley may be resigning from the SOC. Brook Rose requested that the BOS consider raising the salaries of the SOC to encourage them to continue in these positions. The Board was open to this suggestion and asked TA Shepard to discuss this further with Cindy and Gloria.

Weeping Birches Road

Chairman Sabourn informed the Board that Tom Avalone is scheduled to appear before the BOS at the June 20th meeting to discuss the status of the town taking Weeping Birches as a town road. Chairman Sabourn reminded the Board of several issues which need to be addressed before the BOS considers taking the road. Chairman Sabourn said his recommendation would be to not accept this road until after the spring of 2019 to allow the BOS to view the drainage. The Board discussed further concerns that will need to be addressed. Chairman Sabourn encouraged all members of the BOS to do a

site visit and to be prepared to discuss this at the June 20th BOS meeting. RA Kubik will also be encouraged to visit the site and be prepared to share his recommendations with the BOS at June 20th BOS meeting. The Board agreed to provide Road Agent Kubik with a copy of the engineer report for his reference.

7:12 p.m. MOTION: "To adjourn."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary