



Approved on: 6-21-17
BOS Initial: MP
Rec'd by Town Clerk on: 6/21/17
Town Clerk Initials: BR

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 7, 2017

5:26 P.M. Vice-Chairwoman Peabody opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

ROLL CALL: 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: Chairman John Paul-Hilliard

AGENDA ITEMS:

MOTION: "To approve the vendor manifest dated 6-9-2017 in the amount of \$331,584.75."

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

MOTION: "To approve the payroll manifest dated 6-9-2017 in the amount of \$22,482.17."

Motion: J. Gaites
Seconded: B. Benton
Discussion: None.
Motion Passes: 3 – Yes, 0 – No Abstained: R. Sabourn

MOTION: "To approve the minutes of the May 24, 2017 as amended."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

ZCA Review

The Board reviewed the following ZCA applications.

to TC 6/21/17

MOTION: "To approve ZCA #2017-23 for Karen Vayo to remove a mobile home and replace with a new 14x70 double wide mobile home on a poured pad."

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

ACTION FOLDER

The Board reviewed action items:

TA explained that the assessor's picked up a house on the wrong property which has been corrected. The corrections require a supplemental warrant to tax the proper lot and an abatement to refund the incorrect lot.

MOTION: "To approve a 2017 P1 supplemental tax warrant in the amount of \$1,018.00 due to an abatement for PID #17/2-17."

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve an abatement for PID #17/2-17 in the amount of \$1,022.00."

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Deputy Warden Appointment

Fire Chief DeFosses dropped off a form for the Selectmen to review and sign for Deputy Wardens.

MOTION: "To approve reappointments for the Deputy Wardens as submitted by the Campton/Thornton Fire Chief."

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Land Use Change Tax – Current Use

MOTION: "To approve a land use change tax for PID# 6/1-7 for owner Paul Thorpe for a partial land use release in the amount of \$3,700."

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve a land use change tax in the amount of \$3,700 for PID# 6/1-4, owner Jean Behan for release of the final 5.7 acres in current use."

Motion: J. Gaites

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

ZCA Application 2017-19 for PID 17/12-8, GREENWAY REALTY TRUST/STONER, Jeffrey & Jennifer

The Board reviewed a ZCA application that was postponed from the previous board meeting. The Board had requested that staff review the current use land location in relation to the zoning compliance application. Staff discussed the current use questions with the applicant. The applicant updated the map to remove the proposed structures from the current use area. The assessors will verify this during their annual review.

MOTION: “To approve a ZCA# 2017-19 for PID #17/12-8 for GREENWAY REALTY TRUST/STONER, Jeffrey & Jennifer.”

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Letter to Stanley Freeman re: True Lane

The Board reviewed a response letter to S. Freeman regarding True Lane as requested previously by the Selectboard. The Board signed the letter.

Wetlands Applications

The Board reviewed a wetland application submitted on PID#6/13-01,07 by Ahmed Mohamed since the Town does not have an active Conservation Commission at this time. The Vice-Chairman signed the applications. R. Sabourn suggested that a letter be forwarded with the application stating that the Town of Thornton does not have an active Conservation Commission and therefore the Board signed the application to expedite the application. The Board agreed and a letter was drafted and signed and attached to the application.

Primex

TA Beaulieu informed the Board that a three-year agreement for a contribution of insurance program cap for workers compensation and property liability program was received from Primex. The Town has not opted to utilize this program in the past. The Board agreed not to sign a three-year contract for this program.

TA Beaulieu informed the Board that she is in contact with another company that may provide some competition for Primex.

TA Presents

TA Beaulieu informed the Board that she received a request from Melanie Streeter, Police Advisory Committee from the Town of Tamworth asking that the Board allow her to have a copy of the Interim Police Managers Report Synopsis and Recommendations report submitted by Interim Police Administrator Mike French. The Board discussed the request. TA Beaulieu contacted MRI for their permission to share the document but has not received a response yet. R. Sabourn agreed that employee names should be removed if requested by the employee. He also suggested that MRI grant permission for the release of the report before providing it to the Town of Tamworth Advisory Committee. The Board agreed.

MOTION: "To allow TA Beaulieu to forward a copy of the Interim Police Managers Report Synopsis and Recommendations report to Melanie Streeter at the Town of Tamworth with the understanding that employee names should be removed if requested by the employee and permission to share the document is received from MRI."

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No*Email from Trish Harre – Community Service*

TA Beaulieu received an email from Trish Harre informing the Board that her daughter has been cleaning up trash on the sides of Upper Mad River Road and Orris Road. She would like to continue this practice and would be willing to provide an annual report of the debris that is removed for the Board's information. The Board recommended that a letter be drafted thanking her for her community service and recommending that reflective clothing and gloves be worn for her safety.

Employee BBQ

TA Beaulieu informed the Board that B. Benton has agreed to prepare the meat for the employee BBQ. The Board agreed to hold the BBQ on Tuesday July 25, 2017 from 12:00 p.m. - 2:00 p.m.

6:45 p.m. Brian Howe – Donated Bleachers at Crawford Ball Field

Brian Howe, Be Fair Builders, would like to donate and install new bleachers at Crawford Ball Field. TA Beaulieu suggested that he contact the principal to receive a schedule for the use of the ball field to make sure the field is not in use at the time that he plans to replace the bleachers. The Board thanked him for his donation. B. Howe will forward a copy of his insurance to the Town Administrator.

MOTION "To approve a donation from Be Fair Builders to replace the bleachers."

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

6:55 p.m. NON-PUBLIC SESSION – RSA 91-A:3, II (a-personnel, Transfer Station)

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

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Roll Call: Selectman Sabourn - yes, Selectwoman Peabody – yes,

Selectman Benton – yes, Selectman Gaites – yes.

Motion Passes: 4 – Yes, 0 – No

MOTION 7:17 p.m.: "To come out of non-public session."

Motion: B. Benton

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

7:30

Brian Regan, Planning Board Director and William Rose, Zoning Board Chairman – Staff/vendor assistance with ZBA applications

Assistance for ZBA

TA Beaulieu spoke with attorney Boldt regarding how the Board of Selectmen can assist the ZBA with the application process since ZBA does not have staff to assist at this time. The Board has been advertising for a part-time board assistant position but has not hired for the position yet. TA Beaulieu suggested that herself, Desire Mahurin, and Brian Regan can assist with the process. TA Beaulieu also offered to have Jessi Fleury, the board secretary, assist with drafting minutes and notice of decisions for ZBA as well.

W. Rose suggested having the staff member that receives the application inform the Chairman of the ZBA that an application has been received. The chairman can coordinate a meeting time with a staff member in the Selectmen's Office. The Board discussed the best options for assisting the ZBA.

The Board discussed updating the application and to require that applicants submit other property information such as tax cards with the application. B. Regan and W. Rose agreed that ZBA forms could be updated to include more information and a clearer requirement for the applicant. TA Beaulieu stated that the Board Secretary will be assisting departments to update forms this summer.

The Board discussed potential ZBA meeting dates. Discussion continued on drafting a schedule of meeting dates for the ZBA if applications are received. B. Regan and the ZBA will consider drafting an annual meeting schedule. W. Rose will confirm the potential meeting date of July 21, 2017 with the ZBA.

TA Presents (continued)

Northern Pass- MOU

TA Beaulieu presented copies of the draft MOU with recommended changes from board members for discussion. The Board reviewed member recommendations to finalize the document. After discussing, the Board agreed to the revisions made for the completion of a final MOU to be presented to Northern Pass.

Town Hall Renovations and Transfer Station Addition

TA Beaulieu informed the Board that the last contracts from Alba Architects did not include the required changes suggested from Primex. She is waiting for the final contracts from Alba Architects with these changes.

Zoning Enforcement

TA Beaulieu informed the Board that in 2015 Chief Diamond had completed a hotels and motels inspection. All of the motels that had to make changes to comply have made changes, except for one, PID #15/4-15 Blake Mountain Motel and Cottages. On January 20, 2016 a letter was sent requesting compliance or the Selectboard would take legal action. Vice-Chairman Peabody discussed that evictions may lead to a higher welfare need that would impact the budget. A letter was also sent on March 22 from the Planning Board with options for compliance as well. Another letter was sent on January 28, 2016 confirming the deficiencies and any progress made that was found by the Police Department. The Board discussed that all the other motels and hotels are in compliance as requested. The Board agreed to move forward with compliance and have a letter sent from the Board of Selectmen informing the property owner that enforcement will be scheduling to review progress made of uncompliant issues from 2015. R. Sabourn suggested sending a letter, informing the owner that the file has been

reviewed, and the last letter that was sent was from the Planning Board director with options to come into compliance as well as letters from the Selectboard. There has been no known attempt from the property owner to address the non-compliance items. The letter will inform him that the Town will submit the file to legal counsel to proceed with an action to bring the property into compliance through the court system. The Board also encourages the property owner to meet with the Selectboard to discuss further. TA Beaulieu agreed to have the file with a draft letter forwarded to legal counsel for opinion.

ZCA Enforcement

R. Sabourn informed the Board that here are many property owners that are in need of Zoning Compliance Applications and have not applied for them. He stated that an after-the-fact application should be created and fees should be double for property owners that do not apply for ZCAs as required. TA Beaulieu will discuss this item with Desiree as she is the zoning compliance staff member and will have a form drafted for the boards review. R. Sabourn suggested that when the Board is aware of after-the-fact building or when new building is noted by the assessors then a letter should be sent to the property owner with an after-the-fact building permit to be completed and returned with the designated fee. The Board agreed.

9:00 P.M. MOTION: "To adjourn."

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Motion Passes: – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary