



Approved on: 8-15-18
BOS Initial: PH
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Town Clerk Initials: djm

TOWN OF THORNTON BOARD OF SELECTMEN

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

Board of Selectmen Meeting Minutes August 1, 2018

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

STAFF PRESENT: Town Administrator (TA) Debra Shepard and Jessi Fleury, Board Secretary

ABSENT: Selectman Brad Benton, Chairman Roy Sabourn

5:00 P.M. Vice-Chairman Paul-Hilliard opened the Thornton Board of Selectmen meeting with the Pledge of Allegiance:

MOTION: "To approve the payroll manifest dated 8/3/2018 in the amount of \$24,540.77."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the vendor manifest dated 8/3/2018 in the amount of \$209,409.32."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Minutes

MOTION: "To approve Board of Selectmen meeting minutes for July 18, 2018 as amended."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None

Motion Passes: 3 – Yes, 0 – No

ZCA Review

MOTION: "To approve ZCA #2018-53 for PID #17/14-46 owner Jeremiah & Jo-Ann McCarthy, 96 Doe Run Road to build a 8x12 shed."

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

MOTION: "To approve ZCA #2018-54 for PID# 10/9-44 owner Andrew Boucher, 5 Diamond Ledge Road to add a 20x16 shed."

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

TA PRESENTS:

Action Folder:

MOTION: "To accept and sign the 2018 MS535 as presented."

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

MOTION: "To appoint Tamora Chandler as a republican Ballot Clerk."

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

MOTION: "To appoint Beverly MacIntosh as a republican Ballot Clerk."

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

MOTION: "To appoint Heather Baldwin as a democrat Ballot Clerk."

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

MOTION: "To appoint Gerald Sobolewski as a Conservation Commission member."

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

MOTION: "To appoint John Gallagher as a Conservation Commission member."

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

MOTION: "To appoint John Gallagher as a PRLAC member."

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

MOTION: "To approve contract amendment #7 with HEB for Covered Bridge Road #163-107 over Millbrook in the amount of \$8,211."

Motion: M. Peabody
Seconded: J. Gaites
Discussion: None.
Motion Passes: 5 – Yes, 0 – No

Federal Forest Land Class Action

TA Shepard informed the Board that she recommends opting into a class action lawsuit that would increase the amount of taxes paid to the town from US forest land. This will be at no cost to the Town.

MOTION: "To opt in to a class action with the US Federal Court relative to payment in lieu of taxes from the federal forest land."

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

Audit Update

TA Shepard informed the Board that the representation letter was received from auditors, Plodzick and Sanderson. The Board signed the letter confirming representation for the audit process. The draft approval was provided for Board members to review and sign.

Interim Town Clerk Position

TA Shepard informed the Board that the interim town clerk position has been posted and advertised and is open until Wednesday, July 25, 2018. TA Shepard informed the board that applications were received and M. Peabody would be part of the interview board and will schedule interviews on Thursday, August 9, 2018.

Transfer Station Assistant position

TA Shepard informed the Board that applications have been received. The Board agreed to have Kevin McGuire, TA Shepard and J. Paul Hilliard on the interview board. Interviews will be scheduled tentatively Tuesday, August 14, 2018 at 4:00 p.m.

Custodial Service Update

TA Shepard informed the Board that Twin River Cleaning Services will visit the Town Hall next week to provide a bid for town hall and police department cleaning services.

Maury Movitch- Judges Road

Maury Movitch contacted the TA to discuss further work that needs to be completed on Judges Road. The Board recalled that grader shim was placed in 2015. NH Electric Co-op is doing work on burying power lines and it would be of no advantage to do any road work at this time. RA Kubik informed TA Shepard that additional work could be completed after the Co-op is finished moving underground wires.

Driveway Permit – King's Arm

RA Kubik asked that the Board review a driveway permit at 93 Millbrook Road as he will be installing the driveway as a private contractor. The Board agreed to designate Vice-Chairman Paul-Hilliard to review the driveway permit and if everything is in order, authorized him to approve the permit.

MOTION: "To designate Vice-Chairman Paul-Hilliard to review the driveway permit and authorize him to approve the driveway permit."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve the average stumpage value list as supplied by NHDRA from April 1, 2018 to September 30, 2018."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve Yield tax levy for PID# 15/1-20 for in the amount of \$1,528.57."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve NHDRA form PA16."

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Town Hall Renovation Update

TA Shepard stated that the newly constructed office area in the town hall is serviced by the same zone as the police department. The AC is very cold in the new office and is very uncomfortable for employees in that office. TA Shepard asked if she could get quotes on installing a separate zone for AC/heat for the new office area. The Board agreed.

National Night Out

TA Shepard informed the Board that she and M. Peabody will be volunteering at a booth during the "National Night Out" event and asked the Board if she could start an email list at that event for interested residents to receive town information. The email list will be used for outgoing informational purposes only. TA Shepard will also place sign-up sheets at Town Hall. The Board agreed.

AGENDA ITEMS: (no public input unless approved by the Chairman)

6:30 Capital Improvements Plan (CIP)

Present: Bill DeLeo

B. DeLeo informed the Board that all changes discussed during the previous board meeting have been entered. B. DeLeo discussed using Building funds if needed for Police funding requirements in 2029 and 2030. The Board discussed funding requirements and reviewed the reserve calculation.

Road Paving Construction and Repairs Capital Reserve – B. DeLeo stated that the bulk of town paving is funded in the operating budget and asked if this Reserve is for paving town roads. J. Paul-Hilliard discussed that the reserve funds could be used for unexpected expenditures.

B. DeLeo discussed the condition of Millbrook Road. The Board discussed the scenic road limitations for maintenance.

B. DeLeo discussed that all town vehicles should be used for an additional year if possible. The Board agreed. The Board also discussed Chief Miller's email where he suggested looking into purchasing a Dodge Charger rather than an Explorer for police cruisers to save money. B. DeLeo also discussed the possibility of donating or selling old police equipment. Discussions were brief and will be discussed more at a later date when the entire BOS is present.

B. DeLeo stated that the CIP will meet on August 28, 2018 to vote on the Capital Improvement Plan.

7:00 Kevin French – Merrill Access Road

Present: Kevin French

K. French met with the Board to discuss with them the issues he has been having with obtaining an additional driveway permit due to restrictions in place by the State of NH. Mr. French applied for site plan with the Planning Board to for a storage unit business and that is when the driveway issue came up. The State of NH will not allow for a second driveway.

Mr. French said the State discussed a plan where an additional driveway could be purchased at a fee, and could take two to three years to be received. He would also need an excavation permit at the same time since the right of way belongs to the State of NH. Mr. French stated he was in front of the BOS seeking their support in his request for an additional driveway permit with the State of NH.

The Board discussed options and would like to discuss this further with a full board present.

7:15 Gail Sanborn and Linda Luhtala, State Reps - Introduction

Gail Sanborn and Linda Luhtala met with the Selectboard to introduce themselves as candidates running for State Representatives. The Board discussed that they would like to see the State Representatives be more supportive to local government and be more present other than at the times of elections. Vice-Chairman Paul-Hilliard explained some ways that the State could help the town and their residents. The Board thanked Ms. Sanborn and Ms. Luhtala for attending.

7:30 Town of Thornton Tax Deeded Property - Bid Opening

Vice-Chairman Paul-Hilliard read the notice for the tax deeded property bid process as advertised in the Record Enterprise, Union Leader, PEG channel, signage and letters to abutters as well as posting on the Town's website and at Town Hall, meeting the town advertising requirements. The town had 6 properties advertised for sale. The Deadline for receipt of bids was July 27, 2018 at 3:00 p.m.

- PID #10/1-03-06, 6.42 acres on Whitney Way, Land Only.
The following bids were received with a \$300 deposit:

1. Rachel and Ryan Richard for the bid amount of \$6,001.00
2. Timothy J. Harvey for the bid amount of \$1,501.00
3. Owen Franklin for the bid amount of \$3,500.00
4. Joshua Dailey for the bid amount of \$9,000.00
5. Stephen Twohig in the bid amount of \$8500.00

MOTION: "To accept the bid in the amount of \$ 9,000 for PID #10/1-03-06 from Joshua Dailey."

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

- PID #11/1-153, 2.3 acres on Mountain View Drive, Land Only.

The following bids were received with a \$300 deposit included:

1. Rachel and Ryan Richard for the bid amount of \$1,501.00
2. Owen Franklin for the bid amount of \$3,500.00
3. Jeremy Davia for the amount of \$3,572.68

MOTION: "To accept the bid in the amount of \$3,572.68 from Jeremy Davia for PID #11/1-153."

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

- PID #11/1-155, 1.51 acres on Covered Bridge Road, Land Only
No bids were received.
- PID #11/3-120. Building Only, 0.0 acres at 22 Sleepy Hollow Road
No bids were received.
- PID #17/17-07, 1.5 acres, Snowood Drive, Land Only
The following bids were received with a \$300 deposit included:
 1. Rachel and Ryan Richard for the bid amount of \$1,501.00
 2. Jeremy Davia for the bid amount of \$1,572.68

MOTION: "To accept the bid in the amount of \$1,572.68 from for PID #17/17-07."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

- PID #17/17-10, 1.0 acres on Checkerberry Ridge, Land Only
No bids were received.

8:00 Non-public session pursuant to RSA 91-A: 3, II(a) personnel, (e) legal

8:00 p.m. MOTION: "To enter into non-public session pursuant to RSA 91-A:3, II, (a & e)"

Motion: J. Gaites

Seconded: M. Peabody

Discussion: None.

Roll Call: Jack Gaites – Yes, Marianne Peabody – Yes, John Paul-Hilliard - Yes.

Motion Passes: 3 – Yes, 0 – No

8:37 pm MOTION: "To come out of non-public session."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

8:38 pm MOTION: "To adjourn."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary