



Approved on: 9/20/18  
BOS Initial: MA  
Rec'd by Town Clerk on: 9/20/18  
Town Clerk Initials: cpa

## TOWN OF THORNTON BOARD OF SELECTMEN

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

### Board of Selectmen Meeting Minutes September 12, 2018

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

**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 9/14/2018 in the amount of \$24,128.84**

Motion: J. Paul-Hilliard

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**Abstained: M. Peabody and B. Benton**

**MOTION: "To approve the vendor manifest dated 9/14/2018 in the amount of \$195,875.61."**

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**Abstained: M. Peabody and J. Paul-Hilliard**

#### *Minutes*

**MOTION: "To approve Board of Selectmen meeting minutes for August 29, 2018 as amended."**

Motion: M. Peabody

Seconded: B. Benton

Discussion: None

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve Board of Selectmen non-public meeting minutes for August 29, 2018 as submitted."**

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None

**Motion Passes: 5 – Yes, 0 – No**

*ZCA Review*

**MOTION: "To approve ZCA #2018-65 for PID #1/1-2 owner Dean & Nancy Peterson, for a 28x28 outbuilding."**

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve ZCA #2018-66 for PID#17/14-15-H8 owner White Mountain Escape LLC, for a 30x44 single-family home."**

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve ZCA #2018-67 for PID# 11/5-5 owner Peter & Cheryl Hilton, for a 16x22 shed."**

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None

**Motion Passes: 5 – Yes, 0 – No**

**TA PRESENTS:**

**Action Folder:**

*Sale of Tax Deeded Property Deeds*

TA Shepard presented three deeds for the Board to sign for the sale of tax deeded property. The Board signed deeds for PID #11/1-153, Mountain View Drive, PID# 11/1-155, and PID# 10/1-3-6 Whitney Way. TA Shepard confirmed that all funds have been received and the last step is to have the deeds recorded.

*Covered Bridge Road Bridge*

**MOTION: "To request funds in the amount of \$6,299.21 for the Covered Bridge Road Bridge – from the Bridge Maintenance and Repair Capital Reserve Account for a work invoice from HEB Engineers."**

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To sign a certificate of substantial completion from HEB Engineers for the Covered Bridge Road Bridge."**

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

TA Shepard stated that when RA Kubik reviewed the storm damage at the Covered Bridge Road Bridge with FEMA, they recommended a 75 foot berm be constructed. Chris Fournier of HEB recommended a 100 foot berm. John Kubik discussed this recommendation with FEMA and they confirmed that they will only approve a 75 foot berm. John Kubik asked the Board to allow him to proceed and sign off on this project in the portal so that work can be completed. The Board agreed to this and discussed the town covering any additional expense if a 100 foot

berm is required and needs to be constructed per the recommendation of HEB. John Kubik will sign off in the FEMA portal on this project.

### **Fire Department Reorganization**

TA Shepard informed the board that she met with the Town Administrators from Campton and Ellsworth as well as Fire Chief Defosses regarding the fire department reorganization. Chief Defosses shared with everyone his proposal on how each town should be allocated costs and revenues relative to the Fire Department. This would include major purchases as well. TA Shepard shared this presentation to the board for their review. The full Fire Department Reorganization Committee will be meeting again on September 19<sup>th</sup> to continue this discussion.

### **Other Business:**

TA Shepard also presented information for the Board to review on proposed new ordinances from Chief Miller to include a disorderly actions ordinance and ordinance for response to private alarm systems. The board will review these and at a later date invite Chief Miller to come in and discuss with the board in preparation for Town Meeting.

TA Shepard spoke with Chief Defosses and received further clarification regarding the vehicle he is looking at to purchase to replace the Tahoe. Chief Defosses confirmed that he is looking at a special service vehicle which is the heavy-duty pick-up truck for the fire department. The Board discussed why a heavy-duty vehicle is required.

TA Shepard reported that RA Kubik will set up a final site inspection next week for Weeping Birches Road and will coordinate with Selectman John Paul Hilliard and Tom Avalone.

### **Non-Public session pursuant to RSA 91-A: 3, II (c-reputation, e - legal)**

#### **6:15 p.m. MOTION: "To enter into non-public session pursuant to RSA 91-A:3, II, (c & e)"**

Motion: M. Peabody  
Seconded: J. Paul-Hilliard  
Discussion: None.  
Roll Call: Jack Gaites – Yes, Marianne Peabody – Yes, John Paul-Hilliard – Yes,  
Roy Sabourn – Yes, Brad Benton - Yes.

**Motion Passes: 5 – Yes, 0 – No**

#### **6:38 p.m. MOTION: "To come out of non-public session."**

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

**Motion Passes: 5 – Yes, 0 – No**

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

#### **6:30 Winter Sand Bid Award**

Chairman Sabourn read the advertisement as published in the Record Enterprise and the Town Website for the 2018-2019 winter sand bids with specifications.

The Board reviewed the sand bid awards as follows:

Benton Enterprises Sand and Gravel – \$7.50 per cubic yard  
Caulder Construction - \$8.50 per ton with trucking at \$50 per hour.

RA Kubik recommended to accept the bid from Benton Enterprise as long as the quality remains sufficient. RA Kubik would also like the ability to utilize Caulder Construction with material and trucking if the supply and material from Benton Enterprise is not adequate.

**MOTION: "To accept the 2018-2019 Winter Sand Bid from Benton Enterprise as long as the quality remains sufficient. To grant permission to RA Kubik to utilize Caulder Construction with trucking if the material from Benton Enterprise is not adequate."**

Motion: J. Gaites  
Seconded: J. Paul-Hilliard  
Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

### **SELECTMEN COMMENTS**

J. Paul Hilliard discussed the fee structure for replacing existing household items such as roof, windows, decks etc. After discussion, the board agreed that there is a cost to the town for assessing purposes. The Board also discussed the requirement that all ZCA applications required a plot plan be submitted to be complete. The Board agreed that going forward, the applicant will not need to supply a plot plan for a ZCA Application if there is no change to the existing footprint of any structure located on the property.

### **7:00 Public Hearing – Fee Schedule**

Chairman Sabourn opened the public hearing and read the notice as advertised in the Record Enterprise and the town website.

TA Shepard explained the proposed fee changes for the Transfer Station as well as the details included in the description of fees. The minimum fee for disposal of some items is \$5.00. The board discussed construction debris fees.

The proposed construction debris changes are as follows:

Misc. Debris up to five pieces	\$5.00
Car trunk or small SUV load	\$15.00
SUV load	\$30.00
Pickup truck minimum load (short bed)	\$15.00
Pickup truck half load (short bed)	\$30.00
Pickup truck full load (short bed)	\$45.00
Pickup truck minimum load (long bed)	\$25.00
Pickup truck half load (long bed)	\$40.00
Pickup truck full load (long bed)	\$55.00
Pickup truck minimum load (1 ton body or more)	\$25.00
Pickup truck half load (1 ton body or more)	\$50.00
Pickup truck full load (1 ton body or more)	\$75.00

The Board discussed the proposed fee breakdown relative to Planning Board items. Chairman Sabourn closed the public hearing.

**MOTION: "To accept the proposed fee schedule dated 9/12/2018 as presented."**

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

**Motion Passes: 3 – Yes, 1 – No, M. Peabody, 1 – Abstained, J. Paul-Hilliard**

### **Selectmen Items**

M. Peabody informed the board that the Beautification Committee met and would like to know if the brush can be cut at the entrance of the Transfer Station. The Board agreed that the brush can be removed but to consider that the brush does cover some of the items stored at the Transfer Station. Chairman Sabourn suggested that a liability waiver be signed for any injury.

M. Peabody stated that a few residents in town have approached her regarding flagpoles and the lighting of flagpoles. Residents would like to know why there is no light for the flagpoles. The Board discussed that one of them has a solar light however it does not work that well. The Board considered purchasing new solar lights for the flags. The Board also suggested that the beautification committee look into this option.

M. Peabody informed the Board that on Banjo Drive there is a "farm" on a 1-acre parcel. When the humidity is high, residents complain of an odor. The town ordinance allows agricultural activities and does not require a lot larger than 1-acre. M. Peabody stated that the property appears to be well kept.

### **7:35 p.m. MOTION: "To adjourn."**

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

Respectfully submitted,

Jessi Fleury  
Board Secretary