



Approved on: 4/13/16
BOS Initial: RS
Rec'd by Town Clerk on: _____
Town Clerk Initials: _____

TOWN OF THORNTON BOARD OF SELECTMEN

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

Board of Selectmen Meeting Minutes March 30, 2016

12:00 P.M. Chairman Roy Sabourn opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

ROLL CALL: Chairman Roy Sabourn, Selectman John Paul-Hilliard, and Selectman Brad Benton

ABSENT: Vice-Chairwoman Marianne Peabody

STAFF PRESENT: Tammie Beaulieu, Town Administrator

ACTION FOLDER:

MOTION: "To approve the vendor manifest 4-1-2016 in the amount of \$ 175,955.54."

Motion: B. Benton
Seconded: J. Paul-Hilliard
Discussion: None.
Motion Passes: 3 – Yes, 0 – No

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Discussion: None.
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Discussion: None.
Motion Passes: 3 – Yes, 0 – No

MOTION: "To approve ZCA #2016-08, PID #11/4-16 for a 36x70 barn."

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Discussion: None.
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Minutes

MOTION: "To approve the public minutes of the Board of Selectmen Meeting minutes of March 16, 2016 as amended."

Motion: J. Paul-Hilliard
Seconded: R. Sabourn
Discussion: None.
Motion Passes: 2 – Yes, 0 – No **Abstained: B. Benton**

Signature Folder

MOTION: "To sign a letter to Jonathan Ham regarding a junk yard compliance issue."

Motion: J. Paul-Hilliard
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Discussion: None.
Motion Passes: 3 – Yes, 0 – No

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MOTION: "To sign the cable franchise agreement."

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MOTION: "To approve the revised flag policy."

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SELECTMEN PRESENTS

Transfer Station entrance/exit concern update

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Thornton Gore Road Turnaround

R. Sabourn intends to discuss the turnaround on Ralph Bradley's land at the end of Thornton Gore Road with the road agent to verify that the size and slope is correct to ensure that it functions as intended. R. Bradley has expressed concern with the way the draft easement was worded and would like the wording changed to prevent excessive or unintentional expansion of the turnaround area in the future.

Emergency Management Duties/Compensation

R. Sabourn informed the board that J. Paul Hilliard has mentioned that he has been spending a fair amount of time with the emergency management duties and asked if it is appropriate to have some of the stipend that was being paid to the former emergency management director forwarded to the selectboard member assuming these duties until the position is filled. The Board agreed that this is fair and appropriate to implement. TA Beaulieu informed the Board that stipends are paid on a quarterly basis and can be implemented immediately

TOWN ADMINISTRATOR REPORT

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MOTION: "To approve and sign letters to property owners referencing buildings that occupy land of another. Letters will be sent to Downing Trust, Robert Sylvester, Vincent Lavasseur, Gloria Kimball, Claire O'Hare, Dirt Design by Johnston Brothers, Alfred and Donna O'Hare, John Mannix TAME Association, and all applicable properties."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

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Matthew and Judith Goodier are requesting an additional transfer station permit. TA Beaulieu discussed that a permit is requested for a consistent long term rental property. The Board agreed to issue a rental permit that would not be affixed to the vehicle.

Investment Policy

TA Beaulieu has made some small updates to the policy to reflect staffing/position changes only.

MOTION: "To approve and sign updated investment policy."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

State Bridge Aid

Chris Fournier is asking if the Board would like to move the SBA project up a year due to an increase in available funding. TA Beaulieu informed the Board that this would create a lot of additional work that would be unexpected for staff. Chairman Sabourn also stated that this will affect the CIP as well. The Board agreed to discuss this later in the meeting.

Abatement Request from Tax Collector – Annual Small Balance Write-Off

D. Mahurin requested that the Selectboard agree to abate a tax amount of \$0.17 for John Brouwer PID #18/5-5 and \$0.90 for Johnston Brothers PID #11/1-31.

MOTION: "To abate a tax amount of \$0.17 for John Brouwer PID #18/5-5 and \$0.90 for Johnston Brothers PID #11/1-31."

Motion: J. Paul-Hilliard

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Discussion: None.

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Health Trust

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NH Pole Licensing

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MOTION: "To approve a NHEC pole petition license for installation of utility poles and underground conduits on Sandwich Notch Road for Mr. Scrimshaw at PID # 18/5-2-1."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: TA Beaulieu informed the Board that NHEC has submitted a form that they would like to use in place of the current town form with the town's permission. N. Decoteau forwarded to legal counsel. Legal Counsel replied that the utility companies must use the town form and does not recommend the use of the proposed form from NHEC. The Board agreed.

Motion Passes: 3 – Yes, 0 – No

EOC Generator Grant Update

TA Beaulieu informed the Board that the paperwork is complete and Chief Diamond informed her that the generator has been ordered.

Hazard Mitigation Plan

S. Moulton has submitted the hazard mitigation plan for the Board to review. The final draft has been submitted to the state by Jane Hubbard and then it will be sent to FEMA for approval which could take 6 months to receive a final approval. Any changes by the selectboard should be made prior to the submission to FEMA. TA Beaulieu informed the Board that S. Moulton has been doing a fantastic job as the Emergency Management secretary.

Agenda Items: (no public input unless approved by the Chairman)

1:30 Letters of Interest- Selectman/woman appointment

TA Beaulieu informed the Board that four letters of interest have been received. Chairman Sabourn suggested moving the discussion of letters of interest to the next meeting when a full board is present. The Board agreed.

2:00 P.M. MOTION: "To enter nonpublic session pursuant to RSA 91-A:3, II (a, b, c)."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Roll Call: John Paul-Hilliard – Yes, Roy Sabourn – Yes, Brad Benton - Yes

Motion Passes: 3 - Yes, 0 - No

2:38 P.M. MOTION: "To exit nonpublic session."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 3 - Yes, 0 - No

2:39 p.m. MOTION: "To adjourn."

Motion: J. Paul-Hilliard

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary



**TOWN OF THORNTON
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*With suggested revisions
by TJS*

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