



Approved on: 4/27/16
BOS Initial: TAS
Rec'd by Town Clerk on: 5/2/16
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 April 13, 2016

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

ROLL CALL: Chairman Roy Sabourn, Vice-Chairwoman Marianne Peabody, Selectman John Paul-Hilliard, and Selectman Brad Benton

STAFF PRESENT: Tammie Beaulieu, Town Administrator, Jessi Fleury, Board Secretary

ACTION FOLDER:

MOTION: "To approve the vendor manifest 4-15-2016 in the amount of \$152,021.09."

Motion: M. Peabody

Seconded: B. Benton

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: J. Paul-Hilliard

MOTION: "To approve the payroll manifest 4-15-2016 in the amount of \$21,291.88."

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve the welfare manifest 4-16-2016 in the amount of \$107.80."

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: M. Peabody

Minutes

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

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: B. Benton

MOTION: "To approve the nonpublic minutes of the Board of Selectmen Meeting minutes of March 30, 2016 as submitted."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: M. Peabody

MOTION: "To approve the public minutes of the Board of Selectmen Meeting minutes of March 30, 2016 as amended."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: M. Peabody

Exemptions/tax credits

MOTION: "To approve an elderly tax exemption for PID #10/9-8A for D. Reese."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve a veteran's tax credit for PID #15/4-64 for R. Conant."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve a veteran's tax credit for PID #16/1-221 for R. Benson."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve a veteran's tax credit for PID #16/7-8 for M. Peltier."

Motion: J. Paul-Hilliard

Seconded: M. Peabody

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve a Service Connected Total and Permanent Disability credit for PID #16/7-24 for T. Anderson."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Signature Folder

- *The Board signed approval of staff wage increases for 2016.*
- *Letter to NHEC re: the use of town forms for pole licensing*

Planning Board Correspondence

The Board reviewed the items in the planning board correspondence folders.

ZCA

MOTION: "To approve ZCA # 2016-09 for PID #15/4-64 for 81 Beacon Road, for Roy and Katherine Conant for a 14'x24' shed to be placed within the setbacks"

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

ACTION FOLDER CONTINUED

Intent to Cut

MOTION: "To approve an intent to cut for PID #8/10-1-3-8 for owner Edward and Pauline Fleury."

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve an intent to cut for PID #10/1-3-8 at 74 Point of View Drive."

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Intent to Excavate

MOTION: "To approve an intent to excavate PID #15/4-24 on Laudromat Road, owner Duane Johnston."

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve an intent to excavate PID #15/4-30 Labreque Road on Laudromat Road, owner Leigh Johnston."

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve an intent to excavate PID #15/4-69 on State Highway Route 3 Road, owner Leigh Johnston."

Motion: B. Benton

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Tax Warrants

MOTION: "To approve a yield tax levy warrant in the amount of \$89.75 for PID #7/2-24 for owner Heather and Tyler Phillips."

Motion: J. Paul-Hilliard
Seconded: B. Benton
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve a yield tax levy warrant in the amount of \$31.85 for PID #10/1-3-8 for owner Edward and Pauline Fleury."

Motion: J. Paul-Hilliard
Seconded: B. Benton
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

NHDRA – MS-232

The Board reviewed the MS-232.

MOTION: "To approve the MS-232 as presented."

Motion: J. Paul-Hilliard
Seconded: B. Benton
Discussion: None.
Motion Passes: 4– Yes, 0 – No

SELECTMEN PRESENTS

TOWN ADMINISTRATOR REPORT

Auditor Update

TA Beaulieu informed the Board that the audit process went well. One of the questions from the auditors was regarding the process the board follows when approving wage increases. Wage increases are typically approved as part of the budget during town meeting. The auditors would like the selectmen to sign approval of wage increases as entered into the accufund system. The Board agreed.

Concerned Citizen

TA Beaulieu informed the board that a concerned citizen form was received regarding construction activity at 2259 Route 175. The citizen explained that an existing garage building is being converted to a home at the property known as PID #10/5-7, owner David Atwood. The Board discussed the concern. The lot is ½ an acre, and at this time there is only a garage on the property. TA Beaulieu recommended asking the property owner to apply for a ZCA. R Sabourn suggested sending the property owner a letter letting them know that a ZCA application is needed as well as a state approved septic design. The property owners should also be informed that a concern has been received regarding construction activity. Chairman Sabourn suggested sending a copy of the letter to the Atwood's to the concerned citizen as a response.

DRA-2015 Cyclical Monitoring

TA Beaulieu informed the Board that the final results of the monitoring activity were received for the cyclical inspections of property values.

NH Electric Coop

TA Beaulieu presented a letter in response to a request received from NHEC to change the Town's form used to process the licensing of utility poles and underground conduits in Thornton. The letter included the Board's response that the Town will continue to require the use of the form as implemented by the Town of Thornton.

Health Trust

TA Beaulieu has been researching other health insurance options. The plan currently held by the town will no longer be offered. She has researched options with the Health Trust. The new plan is more affordable but has a higher deductible. She is working on an option to offset the deductible for employees. The Health Trust suggested that the Town cover most of the deductible but not all. They suggested that the employees have a vested interest in making sure not to overuse their insurance by participating in preventative measures offered by the Health Trust. She also discussed having an FSA account for employees as a benefit as well. The Board agreed that TA Beaulieu should investigate this option to try to come up with the best solution.

Town Meeting Minutes

Town Meeting Minutes were received by the Board. Chairman Sabourn submitted some suggestions for edits.

Plodzick and Sanderson, Auditors

TA Beaulieu informed the Board that they were asked to fill out a fraud questionnaire by the town audit firm Plodzick and Sanderson. The Board reviewed the form during the meeting as TA Beaulieu transcribed their response. The Chairman signed the questionnaire form on behalf of the Board.

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

6:36 p.m. Murray Movitz- Judges Road

Present: Russell Gilman, Cliff McQuin, John Kubik, George Humphrey, Murray Movitz, Craig Antonides, and James Sheils. Signature sheet is attached, two additional members were present though signatures were not clear.

M. Movitz read a letter of concern regarding areas of Judges Road and he informed the Board of his desired response from the Selectmen to address these issues.

Chairman Sabourn informed the residents that the Road Agent and Selectman John Paul-Hilliard have been working on a plan to improve the road. Chairman Sabourn asked that Selectman Paul-Hilliard and Road Agent Kubik address the plan that is in progress for Judges Road.

Selectman Paul-Hilliard explained that the board has worked on a system with the RA to consider the *priority level* or severity index of the more than 50 miles of roadway owned by the Town of Thornton, along with frequency of residence, traffic count, etc. He recognized that a lot of correspondence has been generated between the residents on Judges Road and the Selectmen's office. He also recognized that the town's biggest and most expensive asset to preserve is the town's roads. Selectman Paul-Hilliard recalled that the installation of regrind millings was discussed during the previous site meeting. This is still a possibility in the future but requires an extensive amount of work to be done prior to installation. RA Kubik is working within his ability to fix some areas of the road as time and finances permit, including some

drainage and trimming the tree canopy. Selectman Paul-Hilliard explained that another option is the use of grader shim that could be used this year and would improve the ride factor of Judges Road. He explained what grader shim is and how it is used according to his experience with the NH- Department of Transportation. He would recommend more pipe inspections and additional canopy work to let more sun on the road to help dry up areas. This needs to be done once the frost has lifted. Selectman Paul-Hilliard assured the residents that they have not been ignored and that the town has working on a plan that the town can afford to address the road concerns.

RA Kubik presented a draft five year paving schedule and he explained how the roads have been evaluated. The plan is expected to be altered each year depending on needs that arise as time goes on. He has broken down the 50 miles of town roads into manageable sections. In reviewing the plan created, in 2019 Judges Road could be rehabilitated. RA Kubik informed the residents that the Selectboard has done a good job tending to the road needs of the town by increasing the paving budget to address road concerns in town.

A concerned citizen explained that the town has not maintained the road and the road is in a bad situation. M. Movitz stated that he appreciated that board is being forthcoming.

Another citizen stated that he is impressed with Selectmen Paul-Hilliard's explanations and suggestions as well as the long term schedule to repave the road as mentioned by RA Kubik. M. Movitz hopes that the RA will visit the road within the next few weeks to see the bad spots and address the bad spots by the fall.

Another citizen commented that the proposals concern him because the underneath of the road is not in good condition. He would like to see a good road foundation for a long term solution rather than spending money on repairs that may not last. Selectman Paul-Hilliard explained that the grader shim can be installed yearly if needed and that will also help rebuild the base.

RA Kubik plans to make repairs to the road until the paving budget allows the highway department to repave the road. Chairman Sabourn recommended trimming the tree canopy, working on culverts and eliminating as much water as possible to preserve what is there, and further considering grader shim installation to improve the ride factor as well.

M. Movitz asked that the Road Agent schedule a site meeting at Judges Road with the residents to discuss problem areas. Chairman Sabourn informed the residents that the RA will visit the road and can determine the needs of the road without meeting with the residents. The Board and the Road Agent has met with the residents and has done a site visit and are very aware of the condition and needs of the road. The Road Agent will move forward with the repairs and improvements as discussed this evening.

7:15 p.m. Philip McCuin – Solar Lights on 6 Mile Bridge

Cliff McCuin informed the Board that residents have expressed an interest in having the lights fixed on the 6 mile bridge as they have been out of service for a long time. The residents in the area would like the lights turned back on. Gateway homeowners association owns the lights and discontinued the power. C. McCuin is recommending that solar lights be installed rather than lights requiring electricity. The town would have to give permission since it is a town bridge. The Board agreed that they would approve Gateway homeowners association to install solar lights as long as the proposal is sent to the town insurance company and the Board has the opportunity to review their recommendations. The association would need to explain their intent with a written request to install the lights for the board to review so the Board could assess for potential liability. C. McCuin agreed to forward this information to the association.

7:30 p.m. Highway Department- various topics

The paving schedule was discussed during the appointment earlier with residents from Judges Road. The board agreed with the proposed plan.

7:35 p.m. Selectmen Appointment Options

The Board reviewed letters of interest for the vacant selectman position from John Gaites, Russ Gilman, Ann Marie Foote, and Matt Peltier.

Chairman Sabourn asked for nominations. M. Peabody nominated John Gaites.

B. Benton stated that he considered Ann Marie Foote as a potential candidate but understands that she may be moving out of town in the near future. The board will discuss additional job duties for each Selectman at the next meeting.

MOTION: "To nominate and appoint John Gaites for the vacant selectmen position until the next election."

Motion: M. Peabody

Seconded: J. Paul-Hilliard

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Covered bridge road – state aid bridge program

Chris Fournier wants to know if the project can be moved up since there is adequate state funding available earlier than expected. The Board agreed that the plan should move forward on its original timeline due to the budgeting of town funds needed for the grant.

8:00 P.M. MOTION: "To enter nonpublic session pursuant to RSA 91-A:3, II (a, b, e)."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

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

Motion Passes: 4 - Yes, 0 - No

8:23 P.M. MOTION: "To exit nonpublic session."

Motion: J. Paul-Hilliard

Seconded: B. Benton

Discussion: None.

Motion Passes: 4 - Yes, 0 - No

9:24 p.m. MOTION: "To adjourn."

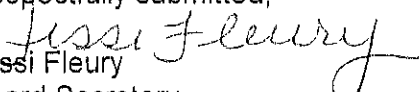
Motion: J. Paul-Hilliard

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Respectfully submitted,


Jessi Fleury
Board Secretary

Board of Selectmen
April 13, 2016
SIGN IN SHEET (Please Print)

1	Russell Gilmore	25
2	Alvin McCann	26
3	Don [unclear]	27
4	Mary [unclear]	28
5	JOHN KUBIK	29
6	GEORGE HUMPHREY	30
7	MURRAY MOVITZ	31
8	Craig Antonides	32
9	James Sheils	33
10		34
11		35
12		36
13		37
14		38
15		39
16		40
17		41
18		42
19		43
20		44
21		45
22		46
23		47
24		48

TOWN OF THORNTON
Selectmen's Agenda
Wednesday - April 13, 2016
5:00 PM

Public Input is not permitted throughout the Selectmen's meeting unless requested by the chairman of the board. Public forum is scheduled for the public to have a 5 minute discussion period. If the individual requires more than 5 minutes we kindly request that you schedule as an agenda item.

5:00 P.M. Pledge of Allegiance
5:00 P.M. Selectmen Work session

Review documents in the following folders:

Payroll/Vendor Manifest

BOS Motion/Sign Folder

Signature Folder

Action Folder reviewed by Board for presentation by the Town Administrator later

Zoning Enforcement Folder

Planning Director's Folder

Minutes Folder

Mail Folder – initial top right corner of each mail item to allow filing

5:45 P.M. Work session Closed

5:45 P.M. Selectmen motion and sign the payroll manifest
Selectmen motion and sign the vendor manifest
Selectmen motion and sign the minutes in the folder
Selectmen process the work supplied by Nancy Decoteau in the Z.E. Folder
Selectmen process the work supplied by Brian Regan in the Planning Director Folder
(Items from above folders that require lengthy discussion will be reviewed after the agenda appointments)

6:00 P.M. Town Administrator presents Action Folder Items
Town Administrator presents

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

6:30 Murray Movitz- Judges Road

6:45 Philip McCuin – Solar Lights on 6 Mile Bridge

7:00 Highway Department- various topics

7:30 Selectmen Appointment Options

Board of Selectmen Item Discussions

Public Forum

Other business or non-public issues as needed pursuant to RSA 91-A: 3, II
Residents may contact the Town Administrator to get placed on a future agenda.

*The board may review decisions made during the meeting in public input, at the closing of the meeting, provided information that could result in an adjustment to a decision that was made during the meeting.

Roy
Sabourin
Corrections

Tax Warrants

MOTION: "To approve a yield tax levy warrant in the amount of \$89.75 for PID #7/2-24 for owner Heather and Tyler Phillips."

Motion: J. Paul-Hilliard
Seconded: B. Benton
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

MOTION: "To approve a yield tax levy warrant in the amount of \$31.85 for PID #10/1-3-8 for owner Edward and Pauline Fleury."

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~~6:45~~ ^{7:15} **6:45 p.m. Phillip McCuin – Solar Lights on 6 Mile Bridge**

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~~7:00~~ ^{7:30} **7:00 p.m. Highway Department- various topics**

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7:35 ~~7:30~~ p.m. **Selectmen Appointment Options**

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Chairman Sabourn asked for nominations. M. Peabody nominated John Gaites.

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Motion: M. Peabody
Seconded: J. Paul-Hilliard
Discussion: None.
Motion Passes: 4 – Yes, 0 – No

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8:00 ~~2:00~~ P.M. **MOTION: "To enter nonpublic session pursuant to RSA 91-A:3, II (a, b, e)."**

Motion: J. Paul-Hilliard
Seconded: B. Benton
Discussion: None.
Roll Call: John Paul-Hilliard – Yes, Roy Sabourn – Yes, Brad Benton - Yes *Marianne - Yes*
Motion Passes: 4 - Yes, 0 - No

9:23 ~~2:30~~ P.M. **MOTION: "To exit nonpublic session."**

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

9:24 ~~2:30~~ 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



Jessi Fleury <jfleury@sfnh.org>

Draft BOS Minutes

john paul-hilliard <nicksdad2010@live.com>

Wed, Apr 20, 2016 at 7:27 PM

To: Jessi Fleury <jfleury@sfnh.org>

Hello Jessi,

I think I abstained on the vendor manifest, because I did not view it, so 3-0 there.

Marianne abstained on the welfare manifest, so 3-0 there.

I see you combined Phil and Cliff on the solar light issue at 6 mile bridge. It's Phil correct?

One place you left out Paul in my last name on the Judge's Rd discussion...

Have a good week away...

Thanks John...:)

[Quoted text hidden]

> <4-13-16.doc>

Approved on: 4/27/16
BOS Initial: ZAS
Rec'd by Town Clerk on: 5/2/16
Town Clerk Initials: BR

**Non-Public Session Minutes
Thornton Board of Selectmen**

Date: 4-13-16

Members Present: [Roy Sabourn] _____ Selectman – Chairman
[Marianne Peabody] _____ Selectwoman – Vice-chair
[Brad R. Benton] _____ Selectman
[John Paul-Hilliard] _____ Selectman

Motion to enter Nonpublic Session made by Selectman J. Paul-Hilliard seconded by Selectman Brad Benton.

Specific Statutory Reason cited as foundation for the nonpublic session:

X RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

X RSA 91-A: 3, II (b) *the hiring of any person as a public employee.*

_____ RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

_____ RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

X RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

_____ RSA 91-A: 3, II (i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:

[Selectman Roy Sabourn]	Yes
[Selectwoman Marianne Peabody]	Yes
[Selectman Brad Benton]	Yes
[Selectman John Paul-Hilliard]	Yes

Remove public meeting tape.

Entered nonpublic session at 8:00 PM

Other persons present during nonpublic session: Town Administrator - Tammie Beaulieu

Description of matters discussed and final decisions made:

Category a, b, & e as follows:

- 1) Employee Promotion
- 2) Mediation – Mahmoud Case #0007

Note: Under RSA 91-A: 3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Motion made to seal these minutes? If so, motion made by _____, seconded by _____, because it is determined that divulgence of this information likely would...
 Affect adversely the reputation of any person other than a member of this board
 Render a proposed action ineffective
 Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to seal minutes: [name] Y N

Motion: Not applicable minutes not sealed.

Motion to leave nonpublic session and return to public session by Selectman J. Paul-Hilliard, seconded by Selectman Brad Benton.

Motion: PASSED

Public meeting tape replaced (if applicable).

Public session reconvened at 8:23 PM

These minutes recorded by: Town Administrator Tammie Beaulieu
Draft minutes posted 4/14/2016 at Thornton Town Hall.

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