

Town of Thornton Selectmen Meeting Minutes

Meeting Date: November 30, 2011

The Thornton Board of Selectmen met and held a meeting on Wednesday, November 30, 2011 5:00 PM at the Thornton Town Hall.

Board Members present: Vice Chairman, A. W. (Butch) Burbank, David Joyce, Roy Sabourn, Brad Benton and Chairman, Tim Tyler (joined the Board at 6:00 PM)

Staff present: Tammie Beaulieu, Administrator, Marianne Peabody, Secretary Lou Klotz, Town Clerk/Tax Collector, Kevin McGuire, Transfer Station Manager.

Public present: Please see attached sign in sheet.

At 5:02PM Vice Chairman Burbank opened the work session portion of this meeting with the Salute to the Flag.

At 6:00 PM Vice Chairman Burbank opened the meeting to the agenda items.

Motion

Payroll Manifest

Selectman Joyce motioned to approve the payroll manifest for the week ending December 2, 2011 for the amount of \$30,058.36. Selectman Sabourn seconded. Voted 4-0 Motion passed. Chairman Tyler abstained.

Motion

Vendor Manifest

Selectman Sabourn motioned to approve the vendor manifest for the week ending December 2, 2011 for the amount of \$254,787.85. Selectman Joyce seconded. Voted 4-0 Motion passed. Chairman Tyler abstained.

Public Forum

No comment from the public.

Town Clerk/Tax Collector 2012 Budget

Town Clerk/Tax Collector, Louis Klotz presenting the proposed 2012 Town Clerk/Tax Collector budget. Clerk Klotz distributed copies of the proposed budget showing pie charts from 2010 to present where tax dollars were allocated in different categories. The 2012 chart shows where proposed dollars will be placed. There are six elections in 2012. Clerk Klotz informed the Board beginning December 1, 2011 there are new public hours for vehicle registrations and taxes. The new hours include (4) hours on Friday mornings.

Clerk Klotz talked about the magnitude of the position. There is background mandated work that must be taken care of after the public window closes. This sometimes takes an hour to complete at the end of the day. There are days when you are so busy it doesn't take much to set you behind. An additional item brought to the Board by Clerk Klotz is the merging of tax bills mailed to property owners of Waterville Estates. It would be less costly to only send one bill including the two rates on it. LGC will be contacted for additional information. Board Members and Clerk Klotz reviewed the proposed budget in detail.

CIP Committee 2012 Recommendations

CIP Committee Chairwoman Cindy Scholfield presented the 2012 Capital Improvements Plan. Discussions centered on adjustments the Committee made to their By-Laws to reflect Selectmen review and approval of department head submissions to the CIP prior to the review by the CIP committee. Items discussed were upcoming capital improvements: Covered Bridge replacement, addition to town hall and firefighting equipment. Chairwoman Scholfield explained to the Board the goal of the CIP Plan is to eliminate the need for future bonding. It is a work in progress Committee Member Giff Kriebel will re-arrange capital items. Selectman Sabourn mentioned the Board would like to receive guidance from the taxpayers relative to the proposed town hall addition. A warrant article may be presented to the people to hire an Architect to draw the town hall addition construction plans.

Planning Board 2012 Budget

Planning Board Chairman Bart Dutto presented the 2012 proposed Planning Board budget. There is a proposed substantial increase in the legal line.

Zoning Board of Adjustment 2012 Budget

Zoning Board of Adjustment Chairman Giff Kriebel presented the 2012 proposed Zoning Board of Adjustment budget. There is a proposed substantial Increase in the legal line.

Health & Welfare Budget 2012 Budget

Health & Welfare Officer Marianne Peabody presented the proposed 2012 budgets. The Health budget has increased to cover drinking water testing costs for the town hall. Welfare Officer Marianne Peabody is requesting the same budget amount as 2011 for general assistance.

Transfer Station 2012 Budget

Transfer Station Manager Kevin McGuire presented the proposed, conservative 2012 transfer station budget. Board Members reviewed each item line by line, and will look at the budget again at a later date.

Ralph Perron – Historical Society/paving quotes

Historical Society Member Ralph Perron submitted two proposals to construct a parking lot at the old Town Hall on Route 175. This parking lot would serve two purposes. First by eliminating the traffic hazard on Route 175 when a school game is in play, and to provide access to the Historical Society Building. The estimates submitted were not specific nor did they provide for guard rails. After discussion the Board agreed to a warrant article not to exceed the amount of \$45,000.00 that would be inclusive of engineering fees. The engineer would be responsible for writing detailed specifications for construction. Ralph Perron informed the Board that the Historical Society has no intentions of paving the proposed driveway.

2011 Tax Deeding

Administrator Beaulieu passed out the Town of Thornton 2008L02 Unpaid Receivables Listed by Warrant generated by the Tax Department on The 2008L02 warrant shows \$47,760.69 Unpaid, Penalties of \$1,964.00, Interest \$17,595.81 with a total due of \$67,320.50. Board Members reviewed the list and discussed tax deeded takings and applicable properties for possible re-sale. 2011 Tax Deeding list attached.

Signature Folder

Inter-Office Memo to Town Treasurer to release the balance of funds in the Mildrex, Inc. escrow account. Drainage ditch repair work complete for Burbank Hill Road

Letter to State of NH Bureau of Liquor Enforcement not objecting to the serving of alcohol on the outside patio at the Tell's of Waterville, Route 49. – Signed by Board of Selectmen.

Notice of Intent to Cut Wood or Timber
PID 09-01-02 – Vincent R. Levassur – Signed by Board of Selectmen.

Letter to Beverly Chappell Re: ZBA Application Fees – Signed by Board of Selectmen.

Disaster FEMA - State of NH Homeland Security & Emergency Management
Certifying all work claimed has been completed and all costs claimed have been paid in full.
Signed by Chairman Tyler.

Action Folder

Motion

Chairman Tyler motioned to approve and sign the Campton Thornton-Ellsworth Intergovernmental Fire/Rescue Service Agreement. Motion seconded. Voted 5-0 Motion passed. Board Members signed (5) copies.

Motion

Selectman Joyce motioned to approve and sign the Intergovernmental Agreement for Disposal Waste. Selectman Sabourn seconded. Voted 5-0 Motion passed. Board Members signed (5) copies.

Vice Chairman Burbank thanked Administrator Tammie Beaulieu and Ann Marie Foote, Campton Administrator for their endless effort and successful coordination of preparing and concluding the intergovernmental agreements.

Road Agent Dubey drafted a letter addressed to Mr. & Mrs. Wright/Woodwinds Road. This letter is before the Board for review. Selectman Burbank read the letter and noted he had no problem with it. The Board concurred.

Memo to Highway Department Staff from RA Dubey outlining times and durations of breaks and lunch periods. Selectmen initialed memo.

Town of Thornton Officials & Employees Holiday Gathering will be held on Wednesday, December 7, 2011 4:30 to 7:00 PM at the Tell on Route 49.

Letter for the record read allowed by Vice Chairman Burbank from Diane Gravel, Library Trustee authorizing the Town Administrator to act as the library's bookkeeping agent for the purpose of withdrawing the director's health insurance premium from the portion of library's budget set aside for salaries. Additionally, the Thornton Library adopted the Town's policy with respect to vacation, personal, and sick days. Diane Gravel, Library Trustee authorizes the Town Administrator as the library's bookkeeping agent to main those records for library employees.

Final acceptance of Rivendell Way and Riverview Drive – Vice Chairman Burbank drove through the development and all requirements are met. Hydrants are painted red. Deed is prepared and before the Board of Selectman for signature.

Motion

Chairman Tyler motioned to accept Rivendell Way and Riverview Drive in the Mountain Meadows Subdivision. Selectmen Burbank seconded. Voted 3-0-2 Selectman Joyce and Sabourn abstained. Motion passed.

Town of Thornton Procurement Policy

Motion

A motion was made and seconded to approve the Town of Thornton Procurement Policy Voted 5-0 Motion passed. Board of Selectmen signed the policy which is effective January 1, 2012.

Minutes

The Selectmen Meeting Minutes of November 2, 2011. Selectman Joyce motioned to approve the meeting minutes of November 2, 2011. Selectman Sabourn seconded. Voted 4-0-1 Chairman Tyler abstained.

Non-Public meeting minutes of November 2, 201. Selectman Joyce motioned to approve the non-public meeting minutes of November 2, 2011. Chairman Tyler seconded. Voted 5-0. Motion passed.

PID 10-06-05 Allen Hanson – Island Property 1 acre. Mr. Hanson does not want this 1 acre property and has offered it to the Town of Thornton. Board Members asked Administrator Beaulieu to contact Mr. Hanson for further information.

Town Administrator presents

Waterville Estates Village District Boundaries, Corey Smith, Administrator of and Commissioner Lloyd Willey present. TA Beaulieu informed the Board Waterville Estates Village District has decided not to table and is going forward with the petition. A public hearing is scheduled for Wednesday, January 4, 2012, 6:30 PM at the Town Hall. The Board of Selectman is requesting the school be contacted in case the seating capacity at the Town Hall goes over its limit. If this should occur the hearing will adjourn and reconvene at Thornton Central School. The Board is suggesting the Estates provide further clarification and plans during their presentation at the hearing.

Corey Smith, Administrator asked to speak. Permission granted by the Board of Selectmen. Mr. Smith informed the Board he feels when there is an Attorney speaking in the room decisions are affected. He has witnessed this at recent Planning Board and Selectmen's meetings he has attended. The Board thanked Corey Smith for his comment.

Town Report Bids

The Board of Selectmen reviewed submitted bids from printers and samples of their work. After discussion.

Motion

Chairman Tyler motioned to stay with the printers the town hired last year. Selectman Joyce seconded. The 2011 Town Report Bid is awarded to Select Print Solutions for the amount of \$2,113.00. Voted 5-0 Motion passed.

TA Beaulieu informed the Board of the report of findings by Deputy Health Officer Clint Rand regarding the possibility of hazardous waste located on a parcel at the top of Cal's Hill Road. Deputy Health Officers reply; No hazardous waste was found.

Board of Selectmen work session of November 9, 2011 posting was shown to the Board.

Public Forum

No comment from the public present.

Board of Selectmen Items for Discussions

Selectman Joyce informed the Board that Justin Atwood is waiting for his surveyor to complete the required "As Built" plan to submit to the Selectmen to correct non-compliance.

Chairman Tyler thanked Vice Chairman Burbank for stepping in for him this meeting.

Selectman Benton, nothing to report.

Selectman Sabourn questioned the status of the Covered Bridge in Mill Brook. TA informed him RA Dubey and Emergency Manager Moller met with FEMA this week and is working with FEMA on funds for repair & replacement of bridge.

Selectman Burbank visited the police station this week with LGC. He pointed out liability and construction issues to the Board that need to be resolved.

Non-Public session pursuant to RSA 91-A 3, II (a-personnel & e-legal) Motion

A motion was made and seconded to enter into non-public session at 9:55 PM.

Roll Call

Selectman Joyce, Yes, Selectman Sabourn, Yes, Selectman Burbank, Yes, Chairman Tyler, Yes.

Administrator Beaulieu present.

Selectman Benton recused himself.

At 11:03 PM the Board of Selectman came out of non-public session.

Tax Deeded Property

Selectman Joyce motioned to accept all the applicable tax deeded properties on the attached file from the Thornton Tax Collector for resale except the following:

10-03-30-02 The Board of Selectmen are accepting this parcel and are keeping for Town use.

11-02-02 The Town cannot accept this property at this time until further legal research is completed. Deed waiver will be completed.

10-08-4A \$444.26 Tax Agreement Deed Waiver will be completed.

11-03-105 Town Liability Deed Waiver will be completed.

Motion

The motion was seconded by Vice Chairman Burbank to accept all applicable tax deeded properties with the exception of the above listed.

Voted 4-0

This meeting adjourned at 11:03 PM.

Respectfully Submitted,

Marianne Peabody

Posting Date: 12-06-11

