



**TOWN OF THORNTON
BOARD OF SELECTMEN**

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

Approved on:	8-24-22
BOS Initial:	MP
Rec'd by Town Clerk on:	8/25/22
Town Clerk Initials:	ACR

**Board of Selectmen Meeting Minutes
August 10, 2022**

10:00 a.m. Chairman Brad Benton opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

This meeting was held at the Thornton Town Hall and via Zoom. The Zoom code was referenced on the posted agenda.

ROLL CALL: Chairman Brad Benton, Vice-Chairwoman Marianne Peabody, Selectman Roy Sabourn, Selectman Peter Laufenberg, Selectman Joseph Monti

ABSENT: None

STAFF PRESENT: Desiree Mahurin, Acting Town Administrator

OTHERS PRESENT: Jason Bergeron, Facilities Director SAU 48; Kyla Welch, Superintendent SAU 48; Jonathan Bownes, Principal Thornton Central School; Mark Fischler, School Board Chair; Dan Rossner, Business Administrator SAU 48; Diane gravel, Library Trustee; Anita Ross, Library Trustee and Library/School Liaison; Julie Piehn, Gary Piehn

OTHERS PRESENT VIA ZOOM (names are as they appeared via Zoom): Tim White, Sally Davis, 'Dingle', Kerrin Randall, Board Secretary

Manifests

MOTION: "To approve the payroll manifest dated 08/12/2022 in the amount of \$26,026.20."

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

MOTION: "To approve the vendor manifest dated 08/12/2022 in the amount of \$419,976.97."

Motion: R. Sabourn

Seconded: P. Laufenberg

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

Consent Agenda

1. ~~ZCA 2022-59 — Moore, Charles & Kathryn —
234-61 (17-7-55) NH Route 49 —
Description: 8X6 Shed~~
2. ZCA 2022-60 Decoteau, Mark & Nancy
235-4 (17-1-21) 36 Blackberry Hill Rd
Description: Demo 6X18 deck

3. ~~ZCA 2022-62 LCJ Holdings LLC~~
~~240-105 (16-1-07SRCO) Lafayette Rd~~
 Description: Convert 1BR nano J to (2) 1BR units
4. ~~ZCA 2022-63 LCJ Holdings LLC~~
~~240-105 (16-1-07SRCO) Lafayette Rd~~
 Description: Convert 1BR nano K to (2) 1BR units
5. ~~ZCA 2022-64 LCJ Holdings LLC~~
~~240-105 (16-1-07SRCO) Lafayette Rd~~
 Description: Convert 1BR nano L to (2) 1BR units
6. Refund Abatement: LCJ Holdings LLC Total Abatement: \$2,600.00
 PIDs: 240-52-2-6, 240-52-2-7, 240-52-2-8, 240-52-2-9, 240-52-2-10
7. Land Use Change Tax Bills & Warrants (Current Use):
 - a. Pike, Stephen & Nugent, Melissa \$6,300.00 PID: 225-28
 - b. Paul, Patricia \$2,000.00 PID: 225-02

MOTION: "To approve consent agenda items 2, 6, and 7 as presented."

Motion: J. Monti

Seconded: R. Sabourn

Discussion: Items 1, 3, 4, and 5 have been removed from the consent agenda for further discussion.

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

R. Sabourn reviewed that ZCA 2022-59 is on a property with no road frontage and cannot be issued until a variance is granted. He advised the applicants should submit to the Zoning Board for approval pursuant to RSA 674:41.

MOTION: "To not approve ZCA 2022-59 at this time."

Motion: R. Sabourn

Seconded: P. Laufenberg

Discussion: None

Motion Passes: 4 – Yes, 0 – No, 1 – Abstained

J. Monti asked that ZCAs 2022-62, 2022-63, and 2022-64 be pulled for discussion, as the Planning Board put conditions of approval on the site plan submitted and he wants to ensure those conditions are met prior to issuing a ZCA.

Acting TA Mahurin commented that the ZCA would not be before the BOS if the conditions of approval were not met. She reviewed that there is a process in place that ensures that all conditions are met before the application reaches the BOS. J. Monti asked if the conditions had been met for these applications and Acting TA Mahurin stated, yes.

3. ZCA 2022-62 LCJ Holdings LLC
 240-105 (16-1-07SRCO) Lafayette Rd
 Description: Convert 1BR nano J to (2) 1BR units
4. ZCA 2022-63 LCJ Holdings LLC
 240-105 (16-1-07SRCO) Lafayette Rd
 Description: Convert 1BR nano K to (2) 1BR units
5. ZCA 2022-64 LCJ Holdings LLC
 240-105 (16-1-07SRCO) Lafayette Rd
 Description: Convert 1BR nano L to (2) 1BR units

MOTION: "To approve ZCA 2022-62, ZCA 2022-63, and ZCA 2022-64 as presented."

Motion: J. Monti

Seconded: R. Sabourn

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

Meeting Minutes

MOTION: “To approve the July 27, 2022 meeting minutes as amended.”

Motion: M. Peabody

Seconded: P. Laufenberg

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

MOTION: “To approve the July 27, 2022 non-public meeting minutes as presented.”

Motion: M. Peabody

Seconded: J. Monti

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

Town Administrator Presents

Acting TA Mahurin reviewed the notice to be posted regarding short term rentals and the need for site plan review and approval. She asked for any additional comments to the draft and the BOS reviewed the notice.

P. Laufenberg asked if the Planning Board had been informed that this notice was being posted and Acting TA Mahurin stated she and Planner Menici have had multiple discussions on this posting, and they are both in agreement that it needs to be done. M. Peabody suggested the BOS approve the notice, and it be posted after the Planning Board has seen it. Discussion continued, and P. Laufenberg emphasized that prior to posting the notice the Planning Board, as elected officials, should be notified. Acting TA Mahurin commented that she will email Chairman Decoteau the notice, and the Planning Board can review and discuss at their August 18, 2022 meeting; it can be posted the following Monday.

Acting TA Mahurin asked the BOS for their comments on the letter to C. Pike regarding the concerned citizen forms submitted for his properties. She commented that she and R. Sabourn worked together on the verbiage, and the letter needed to be signed. The BOS reviewed the letter and all members agreed to sign; the letter will be hand delivered and sent certified mail with return receipt.

Acting TA Mahurin reviewed that the Master Plan Committee sent out sample questions for the town-wide survey to board members requesting any questions or topics they want considered to be added. The Board reviewed the sample questions and asked that additional options be added for answers in the housing section and options for working at home capabilities be added to the applicable sections. Ms. Randall will submit the BOS comments and additions to the Master Plan Committee for consideration. The BOS asked that the final survey questions be sent to them for review prior to the survey being sent out.

TA Presents will be continued following the agenda items for discussion.

Agenda Items

Library Trustee Discussion

MOTION: “To enter into non-public session pursuant to RSA 91-A: 3, II: (c) at 10:40 a.m.”

Motion: R. Sabourn

Seconded: P. Laufenberg

Discussion: None

Roll call vote: Brad Benton – yes, Marianne Peabody – yes, Roy Sabourn – yes, Joseph Monti – no, Peter Laufenberg – yes

Motion Passes: 4– Yes, 1– No, 0 – Abstained

MOTION: “To exit non-public session pursuant to RSA 91-A: 3, II: (c) at 11:00 a.m.”

Motion: P. Laufenberg

Seconded: J. Monti

Discussion: None

Roll call vote: Brad Benton – yes, Marianne Peabody – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg – yes

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

School Board – Update on School Addition Project

Superintendent Welch reviewed that State building aid has been applied for, Thornton Central School is one (1) of 17 schools who have applied; a percentage of that aid up to 7 million dollars may be available. An on-site visit was done with the Department of Education, who will rank the 17 school projects based on their deficiencies and need for aid. Superintendent Welch reviewed that Thornton Central School is looking to renovate specific classrooms, lighting, traffic pattern, safety and security, heating, and other infrastructure concerns.

Superintendent Welch commented that if they don't have a decision from the State by town meeting, two (2) warrant articles may be put forth at the school meeting; one that includes the state funding, and one that doesn't. The proposed warrants haven't been drafted yet but will be planned for. She stated designs and drawing of proposed improvements have been done, and there are weekly meetings with the architect for review. A construction manager has been hired, after receiving bids from five (5) companies; CCI was chosen, as they have done work at the school before, and their bid was comparable to others received. Discussion on the type of contract the school and CCI entered occurred. Superintendent Welch stated more details on the process will be presented once all parties involved get together.

P. Laufenberg commented that, as the agents of the town who collect and field tax questions, is there an estimate on the increase to the tax rate. Superintendent Welch reviewed that the estimate for the project is 17 million dollars and, depending on the funding, it could be an increase of \$1.75 for school taxes. Discussion on funding options continued. Superintendent Welch clarified that any funding received would not apply to the public library, only the school portion of the library, and that there will be grants available for security and safety.

P. Laufenberg asked if the school and library were operating together under the Library Agreement. Both parties confirmed that they were operating with a memo of understanding, as an agreement hasn't been reached. The Board thanked the School Board members and SAU representatives for attending and they exited the meeting at 11:24 a.m.

NHDES Solid Waste Management Plan DRAFT review & discuss

B. Benton asked that Board members review the drafted plan and submit comments to Acting TA Mahurin, if they have any.

Town Administrator Presents continued...

Acting TA Mahurin reviewed that TA Davenport of Campton is looking to set up a meeting with both Boards of Selectmen to discuss the CIP, as there is confusion with the fire department vehicles. J. Monti stated the Thornton CIP has not changed since its publication in the 2021

Town Report and the chairs of the two CIP committees should meet to find the discrepancies. Discussion continued and the Board agreed that both chairs of the respective CIP committees should meet to find the discrepancies before coming before the Boards of Selectmen for discussion. R. Sabourn requested written details from TA Davenport before any meetings are held with the CIP or BOS. Acting TA Mahurin will communicate the requests to TA Davenport.

TA Mahurin reviewed that a property owner submitted a check that was returned, and the policy is that the person who bounced a check be put on the 'no personal check' list for two years. The property owner is asking to be removed from that list, as her account was compromised, resulting in the check bouncing. A letter was submitted from her bank confirming this.

MOTION: "To remove Ms. Buckley from the 'no personal checks' list."

Motion: J. Monti

Seconded: M. Peabody

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

Public Forum

S. Davis commented that she went through the draft of the NHDES Solid Waste Management Plan and in reviewing it, she is unsure that the Town of Thornton can mandate participation in recycling if the State does not mandate it; she worries that the mandated recycling in town might be challenged. The Board thanked S. Davis for her comment.

Board of Selectmen Item Discussions

R. Sabourn shared a concern with the number of properties in town with no road frontage. Per RSA 674-41, a deeded ROW is not considered road frontage and there are at least 50 of these properties in Thornton. These are not 'back wood lots' but lots that have buildings and/houses with deeded ROW for access. R. Sabourn commented that the logical thing to do it would be to have a warrant article put out to the voters that would allow these existing lots with no frontage to remain as they are without having to go through the process of amended subdivision plans, should a ZCA be needed.

Agenda Items

Road Agent, John Kubik – Mill Brook Road project update

R. Sabourn reviewed that at the last BOS meeting, J. Monti updated that he and J. Sobolewski met with RA Kubik and Assistant RA Rogers at 'Site 4' on Mill Brook Road to review the plan for improvement. R. Sabourn reviewed that the Board agreed that the process for the improvements could begin, and they wanted RA Kubik to be present to confirm the plans.

A lengthy discussion on the process for banding and removing trees, as well as the application process for Scenic Road work through the Planning Board occurred.

RA Kubik commented that he spoke with Planner Menici, and she suggested a preliminary discussion occur before an application is put forth to the Planning Board. He stated following the preliminary discussion, trees will be banded, and an application for work on a Scenic Road will be submitted for the Planning Board's September meeting. B. Benton confirmed that the BOS authorized RA Kubik to begin the process for improvements at 'Site 4' on Mill Brook Road. RA Kubik thanked the Board and exited at 12:12 p.m.

Non-public pursuant to RSA 91-A:3 II (a)(b)(i)

MOTION: "To enter into non-public session pursuant to RSA 91-A: 3, II: (a)(b)(i) at 12:13 p.m."

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None

Roll call vote: Brad Benton – yes, Marianne Peabody – yes, Roy Sabourn – yes,
Joseph Monti – yes, Peter Laufenberg – yes

Motion Passes: 5– Yes, 0 – No, 0 – Abstained

MOTION: “To exit non-public session pursuant to RSA 91-A: 3, II: (a)(b)(i) at 5:25 p.m.”

Motion:

Seconded:

Discussion: None

Roll call vote: Brad Benton – yes, Marianne Peabody – yes, Roy Sabourn – yes,
Joseph Monti – yes, Peter Laufenberg – yes

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

MOTION: “To adjourn at 5:26 p.m.”

Motion:

Seconded:

Discussion: None

Motion Passes: 5 – Yes, 0 – No, 0 – Abstained

Respectfully submitted,

Kerrin Randall
Board Secretary