

# TOWN OF THORNTON

## BOARD OF SELECTMEN

### MEETING AGENDA

**Wednesday, February 7, 2024, 4:00 PM**

BOS meetings are open to the public. The public can also participate via ZOOM by going to <https://zoom.us/j/8256731802> & enter the following: Meeting ID: 825 673 1802

or join via telephone: 1-646-876-9923, Meeting ID: 825 673 1802

Public comment is permitted throughout the meeting at the discretion of the chairperson of the board.

**A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**B. APPROVAL OF MINUTES**

1. Public Meeting Minutes of **January 24, 2024**
2. Non-Public Meeting Minutes of **NONE**

**C. CONSENT AGENDAS FOR FEBRUARY 7, 2024:**

1. Manifests: Payroll, Vendor, Welfare & Others as needed
2. Zoning Compliance Application(s), etc.

**D. PUBLIC COMMENT(S):** (Public Comment is scheduled for the public to have a 5-minute discussion period. If the individual requires more than 5 minutes, we request that you schedule with the Town Administrator to be placed on the agenda.)

**E. COMMUNICATIONS & MAIL:**

1. Planning & Zoning Communication Folder:
2. Concerned Citizen Correspondence (if applicable):
  - i. Complaint of heavy equipment noise operating prior to 6am on Upper Mad River Rd.
  - ii. Complaint from abutter regarding issuance of permit within floodplain
  - iii. Review & approval of response letters
3. Mail/Correspondence for miscellaneous mail (if applicable):

**F. DEPARTMENT HEAD REPORTS & OTHER COMMUNICATION AS APPLICABLE:**

(Monthly Reports scheduled for the first meeting of each month – **Due February 7, 2023**)

1. Fire Chief, Police Chief, Transfer Station Manager, Road Agent, Zoning Review Officer, Town Administrator
2. Miscellaneous Communication received from/to Department Heads (if applicable):

**G. NEW BUSINESS:**

1. 5:00 PM Police Chief, Gilman to discuss payroll procedures for police officers
2. Review of Thornton FD Substation building assessment
3. Review of DRAFT job description for Assessing Clerk, Tax Collector/Municipal Agent/Bookkeeper & Labor Grade Scale for all positions
4. Board of Selectmen DRAFT Rules of Procedure has been distributed to the Board for further review & discussion at next meeting of February 21, 2024

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### H. **OLD BUSINESS:**

1. **4:10 PM** Review preliminary plans for next step in the Mill Brook road project
2. Review of DRAFT enforcement letter to Pemi River Campground

### I. **OTHER BUSINESS:**

1. **6:00 PM** 2024 BUDGET PUBLIC HEARING
  - i. Review DRAFT of Warrant Articles for final approval & BOS motions
  - ii. Sign Warrant & MS636
  - iii. Review & discuss petitioned warrant articles for informational purposes only
    1. Cemetery Trustees pursuant to RSA 289:6
    2. Road Acceptance for Jack's Run

### J. **SELECTMEN CONCERNS AND DIRECTIVE**

- K. **PUBLIC COMMENT(S):** (Public Comment is scheduled for the public to have a 5-minute discussion period. If the individual requires more than 5 minutes, we request that you schedule with the Town Administrator to be placed on the agenda.)

### L. **NON-PUBLIC SESSION(S) AS NEEDED** (Pursuant to RSA 91:A:3,II\*) – If applicable

1. 91:A:3,II – Hiring of Deputy Tax Collector/Municipal Clerk

### M. **ADJOURNMENT**