



## TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: 5-20-20  
BOS Initial: mf  
Rec'd by Town Clerk on: 6/1/2020  
Town Clerk Initials: dpm

### Board of Selectmen Meeting Minutes May 6, 2020

**10:03 AM Chairwoman Peabody opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.**

**This meeting was held via teleconference call. The teleconference code was referenced on the posted agenda.**

**ROLL CALL:** Chairwoman Marianne Peabody, Vice-Chairman Brad Benton, Selectman Roy Sabourn, Selectman Jack Gaites, and Selectman Joseph Monti.

**STAFF PRESENT:** Debra Shepard, Town Administrator

Chairwoman Peabody stated that she would like to discuss the minutes of March 17, 2020. Ms. Peabody stated that over the past few weeks, she has been trying to find the right way to bring her concerns relative to these minutes to the board. On page 5 of the minutes before the meeting adjourned, there was some discussion relative to the Transfer Station. The minutes reflect a comment made by one of our Selectmen.

As the Chair of this board, she feels she must note for the record going forward that this comment is the opinion of one board member and does not believe it reflects the opinion of the board as a whole.

Chairwoman Peabody requested that the minutes reflect that we all get offended sometimes. Often, we are offended when someone says something rude or insensitive. She believes that there are plenty of ways to express our thoughts without being confrontational or disrespectful.

Chairwoman Peabody stated that it is her goal as the Chair to accomplish growth with objectives, positivity, and transparency with Board member's, Administrator, Chief's, Tax Collector, Town Clerk, Bookkeeper, Department heads, and all other town employees. She stated that we are all facing challenging times and there has never been a better time or place to all start working together and listening to each other without prejudgments.

Chairwoman Peabody requested that the Board not limit their view and attitudes and to open their eyes to bigger and greater possibilities for the greater good of the town.

#### *Manifests*

**MOTION: "To approve the payroll manifest dated 5/08/20 in the amount of \$25,833.50."**

Motion: J. Monti

Seconded: B. Benton

Discussion: None.

Roll Call: Marianne Peabody – abstained, Brad Benton – yes, Roy Sabourn – yes,  
Joseph Monti – yes, Jack Gaites - abstained.

**Motion Passes: 3 – Yes, 0 – No**

**Abstained: 2**

**MOTION: "To approve the vendor manifest dated 5/08/20 in the amount of \$281,664.50."**

Motion: B. Benton

Seconded: J. Gaite

Discussion: None.

Roll Call: Marianne Peabody – abstained, Brad Benton – yes, Roy Sabourn – yes,  
Joseph Monti – yes, Jack Gaite –yes.

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

#### ZCA Review

**MOTION: "To approve ZCA #2020-10 for PID# 16/7-5 for a finalization of a ZCA permit that began in 2004."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: R. Sabourn explained that the original permit began in 2004, was renewed years after that. The applicant was in need of having his septic plan reviewed in order to be approved for a ZCA. The septic approval was received in October of 2019.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti –yes, Jack Gaite – yes.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve ZCA #2020-11 for PID # 16/1-28 to remove an old deck and replace with a new 22x19 deck."**

Motion: B. Benton

Seconded: J. Gaite

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaite – yes.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve Board of Selectmen public meeting minutes of March 30, 2020 as presented."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaite – yes.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve Board of Selectmen non-public meeting minutes of March 30, 2020 as presented."**

Motion: R. Sabourn

Seconded: J. Gaite

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaite – yes.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve Board of Selectmen public meeting minutes of April 8, 2020 as presented."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve Board of Selectmen non-public meeting minutes of April 8, 2020 as presented."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

### **Town Administrator Report**

TA Shepard provided written information relative to the stay-at-home order that was issued from the governor as well as some information regarding precautions for reopening business from Primex.

S. Moulton provided four quotes for purchasing new flags for the Town. Collins Flag is the most reasonable priced quote but does not sell buntings. R. Sabourn stated that Flagworks is not the least expensive but, provides a more quality product and also has buntings available for purchase.

**MOTION: "To accept the quote from Flagworks for the purchase of new flags and buntings for the town."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve the median yearly stumpage value for April 1 through September 30, 2020 as presented."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – abstained, Jack Gaites – yes.

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

**MOTION: "To approve a certificate of appointment for Kimberly Couchon as a Library Trustee Alternate as requested by the Trustees."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: J. Monti asked if there is any background information available on Kimberly Couchon. Selectwoman Peabody explained that the Trustees typically do their own research on candidates.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve a yield tax levy for PID # 10/10-7 on US Route 3 in the amount of \$1,119.66."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

**11:00 Paving Bid Award**

Present on the teleconference: Jerry Dubriel R&D Paving

Chairwoman Peabody opened the paving bid award at 11:01 a.m. The invitation to bid was advertised in the Record Enterprise on March 26, 2020. Bid deadline was set at 3:00 p.m. April 20<sup>th</sup>, to be opened Tuesday, April 21, 2020 at 2:00 p.m. The bid award was scheduled for April 22, 2020, however the Selectboard did not meet that day due to COVID-19 restrictions.

1. Pike Industries:

Reclaim fine grade compact - \$2.10 per sy

Paving - \$74.50 per ton for paving

2. GMI Asphalt:

Reclaim fine grade compact - \$1.30 per sy

Paving - \$72.40 per ton for paving

3. R&D Paving:

Reclaim fine grade compact - \$1.30 per sy

Paving - \$73.50 per ton for paving

J. Monti stated that Mr. Kubik provided a list of paving projects to the Board with the paving bid information last year. He asked for a list of projects this year as well. Selectwoman Peabody stated that she was not informed that the bids went out for paving until the bids were received in the office. Selectman Monti would like the town to consider a multi-year paving contract in the future.

Selectman Monti asked Jerry from R&D Paving if his company would be willing to provide a multi-year bid contract with a municipality. Jerry replied that R&D Paving would consider this request.

Jerry confirmed that the paving bid is a complete bid for the entire paving project, excluding traffic control and road sweeping, which would be the town's responsibility. Selectman Monti asked if there would be any fluctuation in the bid proposal. Jerry explained that the AC rate could vary as this rate is set by the State of NH. The town's paving rate would vary depending on the fluctuation in the AC rate. Jerry confirmed that

the variable AC rate is consistent for all paving contractors. Jerry explained that R&D provides a cost guarantee in order to assure the Town that they adhere to their budget requirements.

Selectman Monti requested that the Board receive notice of the paving bid schedule next year before the bid process is advertised. This will give the board information on the bid specifications as well as the opportunity to discuss multi-year paving contracts.

Road Agent Kubik submitted written recommendation to contract with GMI based on cost effectiveness. RA Kubik also expressed satisfaction working with GMI and R&D Paving in the past.

After additional discussion, the Board agreed to award the bid contract to R&D Paving.

**MOTION: "To award the 2020 paving bid contract to R&D Paving based on their previous experience working with the Town of Thornton and quality of their work."**

Motion: J. Monti

Seconded: J. Gaïtes

Discussion: R. Sabourn stated that he cannot support the motion as the Road Agent recommended contracting with a different company. R. Sabourn also explained that he would not support a multi-year paving contract due to the flexibility in the paving costs from year to year. Bidding annually keeps paving companies competitive. He also explained that accepting a multi-year contract would not be favorable in the event that the paving experience did not meet the Road Agent's expectations. Selectman Benton explained that the Road Agent provided positive feedback for both R&D Paving and GMI Asphalt and opted for GMI at a lower cost. Selectman Gaïtes stated that he votes in favor of R&D Paving as the middle bidder. Jerry stated that it is very important to understand that R&D Paving will assure that the town budget is met, and not all companies will guarantee this. After discussion, Chairwoman Peabody called for a vote on the motion.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – no, Joseph Monti – yes, Jack Gaïtes – yes.

**Motion Passes: 4 – Yes, 1 – No**

#### **Town Administrator Report (Continued)**

**MOTION: "To approve a yield tax assessment and levy for Ralph and Ruth Bradley in the amount of \$118.78."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaïtes – yes.

**Motion Passes: 5 – Yes, 0 – No**

### **Excavation Warrants**

**MOTION: "To approve two Intents to Excavate for Shirley Benton for PID# 10/3-41 on Cross Road and PID #10/14-3 on Stonedam Road."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

Chairwoman Peabody asked when the reclaim of the pit will be complete on Labrecque Road. Selectman Sabourn stated that he is not sure of the status, but there is a deadline agreement for completion of the restoration. The board discussed the activity at the pit. Chairwoman Peabody asked Selectman Sabourn to follow up on the current status of the reclaim. Selectman Sabourn agreed.

**MOTION: "To approve a Tax Collector's warrant for an Excavation Gravel tax in the amount of \$782.68, for the following: Sunset Rock LLC in the amount of \$22.46, Leigh Johnston in the amount of \$113.00 and \$14.00, Shirley and Jerel Benton in the amount of \$335.78, FA Crane Holdings LLC in the amount of \$116.02, Sanborn in the amount of \$63.40, Dwayne Johnston in the amount of \$7.20 and \$75.60, and Shirley and Jerel Benton in the amount of \$35.22."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

### **11:30 Mowing and Landscaping**

TA Shepard stated that RA Kubik received quotes for the annual mowing contract. JJ Silvia is the only vendor that has submitted a quote in the past and has provided mowing services for the town for the past 10 years.

TA Shepard stated that the town included an additional \$1,000 for the landscaping in addition to mowing. RA Kubik would like to have the landscaping completed by the mowing contractor as well. Selectwoman Peabody stated that the Beautification Committee has spent numerous volunteer hours creating gardens and improving the town. The committee would like to see these improvements maintained. Selectman Monti feels that JJ Silvia should be contacted to see if he can do the town landscaping in addition to the mowing for this year. Selectman Monti also would like to have the mowing and landscaping contract advertised for bid next year before the season begins. He explained that the amount of the service is close to \$5,000 which would require the bid process.

**MOTION: "To offer the 2020 lawn mowing contract to JJ Silvia and an additional \$1,000 for landscaping services this year, to be consistent with the recommendations from the Beautification Committee."**

Motion: J. Monti

Seconded: R. Sabourn

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

### **Campton/Thornton Transfer Station**

TA Shepard provided an update for the Transfer Station from the Assistant Manager. TA Shepard stated that they are hanging plywood and finishing up the recycling room. The Assistant Manager is requesting permission to hang lights in the recycling room, the estimated cost for the lighting is \$131. After discussion, the Board agreed to approve the request to purchase the lights.

**MOTION: "To approve the purchase of 6, 4-foot LED lights for the Transfer Station Recycling room in the amount of \$131."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

### **Boogie 'n Blues Event**

TA Shepard stated that the Boogie 'n Blues event has been cancelled by the applicant, due to COVID-19 concerns. The Benton's have requested a credit for the application fee to be applied to 2021.

TA Shepard suggested that the board consider a refund of the fee in the amount of \$155.00 instead of a credit. She explained that this would be easier for the town to document.

**MOTION: "To refund the Benton's the cost for the Special Event application fee in the amount of \$155, due to the applicant withdrawing the application."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – abstained, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

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

### ***Cable Advisory Committee and Transfer Station Committee***

TA Shepard stated that there are two new committees that were established and have not been able to meet due to COVID-19 restrictions. The board briefly discussed the Selectmen representative to the Cable Advisory Committee. There are potentially 10 residents that are interested in the Cable Advisory Committee.

**MOTION: "To appoint Selectman Monti to the Cable Advisory Committee as the Selectmen's Representative."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

TA Shepard discussed having one Selectboard member and at least two residents from each of the three towns to serve on the Transfer Station Advisory committee. The Board agreed that this would be a good idea. Chairwoman Peabody recommended that Selectman Sabourn be the Selectboard representative to the Transfer Station Advisory committee.

**MOTION: "To appoint Selectman Sabourn to the Recycling/Transfer Station Advisory Committee as the Selectmen's Representative."**

Motion: M. Peabody

Seconded: J. Monti

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

The Board took a brief break. William DeLeo joined the meeting via teleconference.

**12:00 2020 Summer and Fall Events/EMD – J. Monti**

Selectman Monti stated that based on facts and data, he has been sending out a daily update regarding COVID-19 to the Health Officer, the Selectboard, and the Emergency Departments based on the State of NH website. Selectman Monti stated that he does not have access to private information as to who has the virus and where the virus was contracted, and only has information that shows the number of residents in the town that have contracted the virus.

Selectman Monti stated that by the sheer nature of additional testing capabilities in the state, the number of cases will increase. Selectman Monti discussed the updates that he has provided to the Board. He explained that the large majority of deaths in NH related to COVID-19 are in nursing homes. The NH hospitals have the ability to care for 2,000 patients and the number of NH residents hospitalized for COVID-19 is about 111 total.

Chairwoman Peabody stated that a motel owner in Thornton is ignoring the Governor's orders. She has been working with the Thornton Police Department to address this issue.

Selectman Monti continued to provide an update of the Governor's orders for NH.

Chairwoman Peabody stated that the office staff is concerned about allowing appointments in the building at this time. The staff has requested that the building remain closed to the public at least until the end of the current stay at home order. The Board agreed to discuss this later in the meeting.

Selectman Monti stated that National Night Out and Trunk or Treat are the only town events that are scheduled to be held this summer. The organizers of these events are agreeable to moving the dates of these events to later in the year. Since these events occur on private property, the property owner can decide not to allow the events to occur. Selectman Benton stated that he canceled his event due to the nature of event, and the amount of people that attend from different areas of the world. He explained that the town events can be considered further as time moves on as these events only include local citizens. He is unsure if his property will be available for large groups of people at this time.

Jeff Schultz and Chief Defosses joined the meeting via teleconference.

**12:30 Hubbard Brook Scholarship Award**

The selectboard turned in their voting records for the Hubbard Brook Scholarship Award. TA Shepard stated that after reviewing the board's secret votes, all board members voted for the same applicant as their first choice for the award.

**MOTION: "To present the Hubbard Brook Scholarship award for the Class of 2020 to Valerie Johnston in the amount of \$1,500."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: J. Monti asked if the Board was going to discuss Hubbard Brook and the PILT and scholarship as discussed in the past. TA Shepard stated that this topic is scheduled to be discussed this summer..

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

### **Town Administrator Report**

TA Shepard received an email from the Mitchell Group asking if the Town would like to save the legal files that are being retained at their office. The Board agreed to keep the legal files for cases that have been scheduled at the Superior Court.

TA Shepard informed the Board that the Tax Warrant is scheduled to be signed for May 15, 2020. TA Shepard will let the BOS members know when its ready so they can stop in and sign it. TA Shepard informed the board that the Tax Collector lien process is moving forward. TA Shepard informed the BOS that she and Tax Collector Mahurin have been following the property tax interest discussion with NH Municipal Association and the NH Tax Collector Association and would like to recommend the board going forward takes any requests for a waiver of interest on property taxes on a case by case basis.

TA Shepard informed the Board that the Transfer Station renovations are beginning the final step of the construction on Monday. The transfer station will need to be closed on Monday, May 11<sup>th</sup> due to the construction of the office building. Mr. Dumont has been delayed with the project recently due to COVID 19. The Transfer Station will reopen on Wednesday May 13 for household trash.

Chief Miller and Steve Chiocca joined the meeting.

### **12:45 CIP 2020 – Highway Dept and PD**

Chief Miller stated that there are grants that are in the CIP that the town may be approved for and is asking if the "spending freeze" will affect the items in the CIP. The cost for the cruiser in the CIP is \$65,000.

Bill DeLeo stated that the cost next year with the inflation amount that he included, will allow just enough funds available if the Board decides to defer the purchase of the cruiser to next year.

Bill DeLeo stated that he can move funds to cover this cost next year if needed. Discussion continued on the cruiser costs. Chief Miller expects that the cost of the cruiser should be within the amounts budgeted in the CIP. Selectman Monti recommended waiting until June to see if May revenues meet expectations before deciding on the cruiser and backhoe purchases. TA Shepard reminded the Board that the taxes will not be due until July 1. Selectman Sabourn agreed and recommended waiting to purchase the backhoe until much later in the year.

Chief Miller stated that he would like to order the computer for the cruiser this year so that the grant requirements for this item can be met. The estimated cost is \$5,000 for the computer with a reimbursement of \$2,000 from the grant.

**MOTION: "To move forward with the purchase of the police cruiser from the CIP plan subject to a breakdown of the CIP funds to be used for the cruiser. To reassess the purchase of the backhoe once data is received on the town revenues for May."**

Motion: J. Monti

Seconded: R. Sabourn

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

### **1:00 COVID 19 – Discussion, Planning and Impact to Town Services**

Selectman Benton informed the Board that he has been contacted by Thornton school, Campton School, and Plymouth High School to use his stage at the Sugar Shack Campground for graduation ceremonies. The proposal included having students waiting in their cars (six feet apart) to be called one at a time to receive their diplomas and then return to their car and leave the field. Plymouth High School would include 150 cars, and plans to speak with the Board of Selectmen to run a police detail to direct the traffic.

Thornton school would like to schedule this for June 3, Campton school on June 4, and Plymouth High School on Saturday, June 6<sup>th</sup>. Chairwoman Peabody is in agreement with hosting Thornton School but has reservations regarding the increases in out of town traffic. The Board discussed this request. The Board discussed Thornton and Campton schools are smaller and could be approved if the Benton's are comfortable with the activity on their property. The Board recommended that Plymouth High School use Plymouth State College for their graduation.

TA Shepard stated that residents are asking when recycling services will be offered at the Transfer Station again. Steve Chiocca provided a packet of information that explains the activity at the transfer station with possible solutions for reopening recyclables. He explained some frustrations with social distancing at the station. Residents are not practicing social distancing. Mr. Chiocca suggested that the station would need additional help enforcing social distancing when recyclables are to be accepted again. Selectman Monti and Selectman Sabourn offered to assist at the Transfer Station during their busiest time since the station is short staffed at this time. Discussion continued on keeping social distance at the transfer station.

Mr. Chiocca explained that the station only has 3 balers with 4 items that need a baler which causes employees to stock pile recyclables until a baler is available. Mr. Chiocca also stated that the town could apply for a grant for an additional baler as well.

Discussion continued on recycling paper, and that there is no market for recycling paper and there hasn't been for many years. Another concern that was discussed was receiving construction debris, and that a possible solution would be to accept construction debris until the cans are full, and then stop accepting the debris until the cans can be emptied. Continued discussion occurred on residential construction debris and business construction debris. Mr. Chiocca stated that this could be a policy created by the advisory committee. It was also suggested that the transfer station either purchase or rent additional cans to handle the amount of debris and household garbage that is expected if restrictions are lifted.

Selectman Monti suggested recycling cardboard, plastic, and aluminum items, not recycling paper anymore, and holding off on construction debris for now. Discussion continued on how to accept items from the fee schedule and accepting recyclables only on one day per week. Selectman Sabourn suggested bringing up all of these concerns with suggestions to the new advisory committee. Selectman Monti suggested that the construction at the transfer station

take place next week, and then the week after, allow Selectman Sabourn to work with Steve Chiocca to establish the first step in reopening the transfer station for recyclables and fee schedule items. He also suggested using the Police Department's programmable sign to inform the residents of any changes being made at the Transfer Station. Chief Miller agreed to share the sign with the Transfer Station as needed.

Mr. Chiocca asked if the vendors could be allowed to pick up debris and recyclable items that are currently being stored at the Transfer Station. There would be no in person interaction with the vendors. The Board agreed that if there is no in-person contact, the vendors can remove items from the Transfer Station. Employees may need to receive overtime to load a trailer if the vendors schedule does not align with the employee's current schedules. The Board agreed that overtime would be allowed for this purpose.

Jeff Schultz stated that he is shocked that this has been going on for weeks and the Board is just now trying to figure this out. Steve Chiocca explained that some towns are still receiving recyclables, but this is a single stream system which is different than the multi stream system that Thornton uses. The Board explained that the town has been discussing these issues and is trying to allow recycles again, but needs to do so in a logical and smart manner. Selectman Sabourn stated that the town absolutely plans to continue recycling in the future.

#### *Town Hall*

Selectman Monti recommends adhering to the social distancing orders of the governor, to include wearing masks in public places. He recommended waiting an additional two weeks before discussing the reopening of town hall to have a better idea if the virus will be contained as social distancing is relaxed.

Selectman Monti stated that the Board closed the Town Hall to all meetings until May 4, 2020. Chairwoman Peabody stated that she is not in favor of opening the town hall immediately. Selectman Monti agreed that the town should wait 2 more weeks before reopening town hall. Chairwoman Peabody recommended meeting again on May 20, 2020 at 10:00 a.m. to discuss the reopening of town hall. The Board agreed.

**MOTION: "To maintain the systems already in place to the close of business on May 20, 2020 subject to the next Board of Selectmen meeting."**

Motion: J. Monti

Seconded: R. Sabourn

Discussion: Selectman Sabourn stated that the employees have requested a plexiglass barrier for the service windows prior to the offices reopening. The Board agreed to obtain some prices for this purchase. Selectman Monti asked TA Shepard to research the cost for bullet proof glass at the service windows as well.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaites – yes.

**Motion Passes: 5 – Yes, 0 – No**

Selectman Monti stated that the Zoning Board of Adjustment will occur on May 28<sup>th</sup>. He is planning on holding this meeting electronically if the town office is not open at that time. The applicant may have to be charged additional fees if additional packets are needed for interested parties.

Selectman Sabourn discussed electronic meeting options for the Planning Board as well.

TA Shepard asked the Board if they were still requiring employees that have traveled outside of the state to self-quarantine for 14 days prior to returning to work. After discussion, the board

agreed to discontinue that requirement for employees. TA Shepard will draft a memo to staff and let them know of the board's decision and encourage everyone to continue to practice social distancing, handwashing, face masks, etc. and to continue to be safe.

Bill DeLeo stated that the town cannot be too careful with the pandemic. Employees may not know they are infected. Residents are resistant to wearing masks. There is a good change of a second wave of the virus. Mr. DeLeo recommended that the Board should have a plan in place if a second wave comes. Chief Miller stated that the emergency department has been planning for this situation that includes continuing emergency service coverage for the town.

Bill DeLeo is also concerned as to what kind of safety measures will be in place for committee members who do not feel safe attending in person meetings. Selectman Monti stated that meetings can continue to be held electronically.

Selectman Monti stated Monti's Maple Farm and Benton's Sugar Shack will host a free Pasta and Meatball Dinner on May 20, 2020 from 4-7p.m. to show appreciation to the local residents of Thornton for adhering to safety guidelines as requested by the Board of Selectmen. Meals will be packaged to be taken home. He will provide information to TA Shepard for the Town's Facebook page.

**2:41 p.m. MOTION: "To adjourn."**

Motion: M. Peabody

Seconded: J. Gaite

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Jack Gaite – yes.

**Motion Passes: 5 – Yes, 0 – No**

Respectfully submitted,

Jessi Fleury  
Board Secretary