



TOWN OF THORNTON BOARD OF SELECTMEN

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Approved on: 7-1-20
BOS Initial: mf
Rec'd by Town Clerk on: _____
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Board of Selectmen Meeting Minutes

June 24, 2020

10:00 AM Chairwoman Peabody opened the meeting.

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

ROLL CALL: Chairwoman Marianne Peabody, Selectman Roy Sabourn, Selectman Jack Gaites, and Selectman Joseph Monti (by teleconference).

Planning Board Chairman, Steven Babin and Planning Board Vice-Chairman, Frank Freeman.

ABSENT: Vice-Chairman Brad Benton

STAFF PRESENT: Debra Shepard, Town Administrator and Jessi Fleury, Board Secretary

Planning Board Director Position

Chairwoman Peabody informed everyone present that Brian Regan, Planning Director has submitted his Notice of Termination of Consulting Agreement effective July 17, 2020.

Chairperson Peabody went on to say that based on research, it is apparent that the Planning Board is charged with the hiring and firing of the Planning Director since this position is in the Planning Board budget. Chairwoman Peabody offered whatever assistance the Planning Board needs to help them with this process.

Chairman Babin stated that the current contract with the planning director was a contract between the Board of Selectmen and Planning Director. The Boards discussed advertising for a replacement Planning Director to finish this contract year and then discuss any budget changes for the following year at a later date.

R. Sabourn stated that this position can either be moved under the executive budget which would make it the Board of Selectmen's responsibility if the Planning Board deems appropriate or they can choose to keep this position under the Planning Board.

Chairman Babin stated that the task of hiring a Planning Director requires a lot of activity for a volunteer board. He would like to present these ideas to the planning board to vote on at a later date. Discussion followed.

Vice-Chairman Freeman stated that the first priority is filling the vacancy for the Planning Board.

Discussion continued on advertising and municipal services that may be available on an interim basis if needed.

J. Monti stated that the goal of this emergency meeting should be to coordinate hiring a new Planning Director and that it is not a joint meeting between the two boards. Mr. Monti stated that he feels the Planning Director should also be reviewing applications on behalf of the Zoning Board. J. Monti stated that he felt discussions related to combining positions, budget options or job descriptions should not be discussed in an emergency meeting setting.

S. Babin stated that the position should be posted and interviews scheduled as soon as possible. S. Babin stated that B. Regan was an asset in this position and his shoes will be difficult to fill.

R. Sabourn stated that it is up to the Planning Board as to which path to take with the hiring. He is confident that both boards can work together successfully in regards to this position.

R. Sabourn responded to Selectman Monti's statement that the Planning Director should also review Zoning Board applications. He stated that there is currently no requirement in the Planning Director contract that includes any work for the Zoning Board. R. Sabourn stated that Planner Regan assisted occasionally with zoning board questions, but ZBA review was not in his scope of regular work activity.

Selectman Sabourn informed the Board that Brian Regan indicated to him that he will be providing an outline to the Planning Board to assist them with the current status of applications and any ongoing PB work.

Chairman Babin stated that the job description contained in Planner Regan's contract would be a good place to start with posting for this position. TA Shepard offered to assist the Planning Board Chairman and Vice Chair in preparing the advertisement and posting for this position. Chair Babin, Vice Chair Freeman and TA Shepard agreed to meet at 10:00 am on Thursday, June 25, 2020 to prepare the advertisement and job posting for the Planning Director contracted position. The Selectboard agreed this would be a great way to proceed.

Chairman Babin, Vice-Chairman Freeman and the Board of Selectmen expressed their gratitude for the quality of professional services received from Brian Regan as their Planning Director over the years.

10:41 MOTION: "To adjourn."

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

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

Motion Passes: 4 – Yes, 0 – No

Respectfully submitted,

Jessi Fleury
Board Secretary