



TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: 31 April 2021
BOS Initial: gmm
Rec'd by Town Clerk on: 4/22/21
Town Clerk Initials: [Signature]
for TC

Board of Selectmen Meeting Minutes April 7, 2021

10:00 AM Chairman Roy Sabourn opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

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

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

STAFF PRESENT: Debra Shepard, Town Administrator, RA John Kubik, Bruce Rodgers, Chief Defosses, Chief Miller, Transfer Station Manager Steve Chiocca.

Agenda Items: (no public input unless approved by the Chairman)

Department Updates:

Highway Department

Road Agent Kubik met with the Board to provide a monthly Highway Department update:

- The town is experiencing a dry mud season
- Road Maintenance is underway
- R. Sabourn discussed the paving plan for Gore Road and the Forest Service's overlay project.
- RA Kubik stated that the brushes on the sweeper have been changed but the sweeper attachment will need over \$2,000 in replacement parts. The current sweeper will suffice for this year, but it will need to be replaced next year. RA Kubik found a used replacement sweeper for \$3,800. A brand-new sweeper would cost about \$22,000. The Board discussed the 2021 CIP has \$16,400 allocated for the purchase of a new sweeper attachment. Discussion followed regarding the purchase of a used sweeper attachment which would not meet the CIP requirements and would need to be purchased from the Highway Department budget. The Board encouraged RA Kubik look into the used sweeper and report back to the board.

Police Department

Chief Miller met with the Board to provide a monthly Police Department update:

- Chief Miller stated that calls for service have been steady this month.
- National Night Out is planned for the first Tuesday in August 2021.
- Officer Abel has been reactivated by the National Guard and is currently working with COVID vaccinations. Officer Abel will still need to complete FTO once he returns to work.
- Officer Yao was cleared by the attorney general and has returned to full time service.

Transfer Station

Steve Chiocca met with the Board to provide a monthly Transfer Station update:

- S. Chiocca stated that the skid steer at the transfer station was in need of repair and not useable. The Highway Department assisted with the repairs of the skid steer and John Kubik loaned his personal skid steer to the TS while it was being repaired. S. Chiocca expressed his appreciation.
- Plastic recycling is double the normal price.
- Corrugated Cardboard collection is high.
- Paper and Pulp index is high for the month of April.
- Transfer Station employees are receiving compliments regarding the cleanliness of the station
- Employees are educating residents on mandatory recycling and have posted signs to help remind them.
- Composting material will be available for residents soon and in the fall.
- The clean fill area will be closed. The employees have a difficult time monitoring that area and items such as toilets and sinks have been dumped in the area. There is also a lack of room for material.
- Annual reporting has been filed with NH-DES.
- Pemi Baker Solid Waste has designated the Household Hazardous Waste event. It is scheduled in Littleton for the first week in August and in Plymouth for the third week in September.
- The Board discussed the Town of Campton's CIP plan relative to the transfer station pick-up truck. Selectman Laufenberg suggested it may be helpful if the Transfer Station manager met on a regular basis with the Town of Campton to provide a report and improve communication.
- Steven Babin added that as a citizen in town, the Transfer Station is the greatest service to the townspeople. He feels that the access to the Transfer Station has been limited by removing Sunday hours. S. Chiocca stated that the majority of trash received is on Saturday. He also believes that Airbnb's or second homeowners are outsourcing their garbage disposal.

Department

Chief Defosses met with the Board to provide a monthly Fire Department update:

- Chief Defosses reported 263 calls year to date, this is about 50 calls ahead of their normal call schedule.
- Chief Defosses has seen a significant increase in building number requests.
- Staff has logged approximately 300 hours in vaccination assistance.
- The Fire Department vehicles are receiving Spring maintenance.
- Dry hydrant inspection will begin soon.
- Vice Chairman Monti stated that he understands that the hiring of the additional staff for a full-time department is not in the Campton budget. Chief Defosses confirmed that this is a separate warrant article, not recommended by the Campton BOS. Campton's town meeting is scheduled for May.
- Vice Chairman Monti would like to continue a previous discussion relative to new equipment purchases for the Fire Department. He would like to know if the Town of Campton is committed to purchasing the fire apparatus in the CIP this year. After a brief discussion, it was agreed that this topic should be continued to a future board meeting.
- Vice Chairman Monti stated the Campton's town meeting is in May and would like to know if the Thornton Board is planning to attend to support the Fire Department's warrant article for increased staffing for a 24-hour department. Monti and Laufenberg

agree that the Thornton Board should draft a letter to the Campton Board letting them know that they support the warrant article and that nonsupport from Campton will affect the Thornton residents negatively. Chairman Sabourn does not feel that having a member of the Thornton Board attend and speak at town meeting is a good idea. Discussion followed and said discussion will be continued to the May 5, 2021 BOS meeting. Vice Chairman Monti asked TA Shepard to forward copies of the current Intergovernmental Agreements relative to the Transfer Station and the Fire Station to all board members for review.

Manifests

MOTION: "To approve the payroll manifest dated 4/9/2021 in the amount of \$29,072.76."

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: None.

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

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

MOTION: "To approve the vendor manifest dated 4/9/2021 in the amount of \$244,651.24."

Motion: B. Benton

Seconded: P. Laufenberg

Discussion: None.

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

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

Consent Agenda

MOTION: "To approve the consent agenda as posted with exception to item #11 that was removed from the consent agenda for discussion."

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg - yes.

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

Consent Agenda approved for April 7, 2021:

1. Capital Reserve – Police Cruiser & Cruiser Equipment request for funds in the amount of \$2,508.90 for All-Comm Technologies, Inc. for cruiser equipment.
2. Timber Tax Warrant for Elizabeth Soukup, PID 6-9-34 & 6-9-34A, Rte. 175.
Total Yield Tax: \$1,109.06
3. Notice of Intent to Excavate, Leigh Johnston, PID 15-4-30, Laundromat Road.
4. Notice of Intent to Excavate, Leigh Johnston, PID 15-4-69, Rte. 3.
5. Notice of Intent to Excavate, Shirley Benton, PID 10-14-3, Stone Dam Road.

6. Notice of Intent to Excavate, Shirley Benton, PID 10-3-41, Cross Road.
7. Notice of Intent to Excavate, FA Crane Holdings, LLC, PID 15-4-31, Rte. 3.
8. Notice of Intent to Excavate, Duane Johnston, PID 15-4-24, Laundromat Road.
9. Notice of Intent to Excavate, Duane Johnston, PID 6-6-7, Rte. 3.
10. Land Use Change Tax – David Hirsch, PID 3-1-3. 124 Barron Road.
Assessor recommends a land use change tax in the amount of \$2,000.
11. Removed from consent agenda for discussion.
12. Abatement Request – May Sleeper, PID 16-7-2502, 19 Upper Mad River Road
Assessor recommends an abatement in the amount of \$104.57.
13. Abatement Request – Christopher & Sarah Bernardi, PID 17-18-16, 121 Holland Trail
Assessor recommends abatement request be denied.
14. Abatement Request – Christopher & Sarah Bernardi, PID 17-18-21, Holland Trail
Assessor recommends an abatement in the amount of \$229.25 Town of Thornton and \$173.28 WEVD.
15. Abatement Request – Paul and Annette Magowan, PID 16-6-13, 142 Mad River Road
Assessor recommends an abatement in the amount of \$44.24.
16. Abatement Request – May Han, PID 17-16-6, Snowood Drive
Assessor recommends an abatement in the amount of \$281.54 Town of Thornton and \$212.80 WEVD
17. Abatement Request – PSNH dba Eversource Energy, PID 1-1-4, Easement Rights
Assessor recommends abatement request be denied.
18. ZCA 2021-19, Donald Reid, PID 10-16-3-2, 25 Lumber Drive
Description: 24x28 Garage.
19. ZCA 2021-20, Eric & Patricia Kraieski, PID 16-1-08GS08, 11 Greenscapes Lane
Description: 14x10 Pergola attached to deck.
20. ZCA 2021-21, Brian Piragis & Jessica Garvey, PID 18-6-8, 86 Amory Leland Drive
Description: 24x28 Garage.
21. ZCA 2021-22, David Sanborn, PID 17-14-53, Doe Run
Description: 24x38 SF 3-Bedroom house.
22. ZCA 2021-23, Mark Ivernizzi, PID 13-11-5, 51 Amory Leland Drive
Description: 28x28 Garage.

23. ZCA 2021-24, Brian and Nancy Landry, PID 11-1-74, Willow Brook Road
Description: 68x28 SF 3 Bedroom modular house w/attached garage below & patio

The Board discussed item #11 from consent agenda.

Land Use Change Tax – Kevin Dorsey, PID 15-4-11-09 thru PID 15-4-11-17, (9 lots) Fraser Road.

Assessor recommends a land use change tax of \$2,850 per lot x 9 lots = \$25,650.00.

Vice Chairman Monti reviewed the assessor's valuation and feels that the value is too high for these lots and does not feel the lots used for comparisons are adequate. Chairman Sabourn disagreed and believes that the lots were assessed fairly. Discussion followed.

MOTION: "To approve the Land Use Change Tax – Kevin Dorsey, PID 15-4-11-09 thru PID 15-4-11-17, (9 lots) Fraser Road. Assessor recommends a land use change tax of \$2,850 per lot x 9 lots = \$25,650.00."

Motion: M. Peabody

Seconded: P. Laufenberg

Discussion: None.

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

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

MOTION: "To approve the Board of Selectmen minutes of March 24, 2021 as amended."

Motion: J. Monti

Seconded: P. Laufenberg

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg – yes.

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

MOTION: "To approve the Board of Selectmen nonpublic minutes of March 24, 2021 as presented."

Motion: B. Benton

Seconded: M. Peabody

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg – yes.

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

TA PRESENTS:

TA Shepard informed the Board that a request for a waiver to the no check writing policy was received from J.J. Keller & Associates due to a clerical error. The company made a stop payment on the wrong check resulting in the return of a check made for bus registrations to the town.

MOTION: "To waive the no check writing policy for J.J. Keller & Associates."

Motion: J. Monti

Seconded: P. Laufenberg
Discussion: None.
Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg - yes.
Motion Passes: 5 – Yes, 0 – No Abstained: 0

AA Mahurin has notified the Board of Tax and Land Appeals on April 5th, 2021, that the Town of Thornton sends tax bills semi-annually. This was completed as required annually and prior to the May 3rd deadline.

TA Shepard presented a draft policy prepared by town counsel relative to Appointment of Board Members for the board's review. After discussion, several board members wanted time to review this proposed policy. Further discussion will be at the April 21, 2021 board meeting.

A certificate of appreciation has been created for Bill DeLeo for his service on the CIP. Chairman Sabourn signed the certificate.

The Board discussed a citizen complaint for property at 3261 US Route 3. Vice Chairman and M. Peabody investigated the complaint and feel that the complaint is unfounded. The Board discussed the two dwellings on a one-acre parcel. Further discussion continued on the property and its use. Chairman Sabourn suggested doing further research before responding to the complaint.

TA Shepard provided board members with a copy of the 2021 Invitation to Bid for Paving. The award of the bid will be on the BOS agenda for Wednesday, April 21, 2021 at 4:30 pm.

Selectmen Comments

Emery and Garrett provided an estimate for the removal of an underground storage tank at the Transfer Station for \$7,500 during budget season. The new quote received included more work than the town had requested at a much higher cost. Chairman Sabourn recommended getting another quote from Stonecipher and Clark from Littleton. Vice Chairman Monti suggested that the Board develop a scope for other companies to bid on the project. He feels that the bid requirements should be created by the Board and sent to companies to bid on the same requirements. After discussion, the Board agreed to request that Emery & Garrett honor their original quote for \$7,500 to remove only the tank.

12:32 p.m. MOTION: "To enter nonpublic session under RSA 91-A:3, II (c)."

Motion: P. Laufenberg
Seconded: M. Peabody
Discussion: None.
Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg - yes.
Motion Passes: 5– Yes, 0– No Abstained:0

12:40 p.m. MOTION: "To exit nonpublic session."

Motion: R. Sabourn
Seconded: B. Benton
Discussion: None.
Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg - yes.
Motion Passes: 5– Yes, 0– No Abstained:0

12:45 p.m. MOTION: "To sign the letter to Mr. Scholtz as prepared."

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg - yes.

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

12:46 p.m. MOTION: "To adjourn."

Motion: P. Laufenberg

Seconded: J. Monti

Discussion: None.

Roll Call: Marianne Peabody – yes, Brad Benton – yes, Roy Sabourn – yes, Joseph Monti – yes, Peter Laufenberg - yes.

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

Respectfully submitted,

Jessi Fleury
Board Secretary