



## **TOWN OF THORNTON BOARD OF SELECTMEN**

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

Approved on: 7/18/19  
BOS Initial: RIS  
Rec'd by Town Clerk on: 7/22/19  
Town Clerk Initials: djm

### **Board of Selectmen Meeting Minutes July 1, 2019**

**12:02 P.M. Vice-Chairman Roy Sabourn opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.**

**ROLL CALL:** Vice-Chairman Roy Sabourn, Selectwoman Marianne Peabody, and Selectman Joseph Monti

**STAFF PRESENT:** TA Debra Shepard and Jessi Fleury, Board Secretary

**ABSENT:** Chairman Brad Benton and Selectman John Gaites

**MOTION: "To approve the vendor manifest dated 7/5/2019 in the amount of \$576,832.21"**

Motion: M. Peabody

Seconded: J. Monti

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: "To approve the payroll manifest dated 7/5/2019 in the amount of \$26,503.84."**

Motion: J. Monti

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

#### *Minutes*

**MOTION: "To approve Board of Selectmen public meeting minutes of June 19, 2019 as amended."**

Motion: J. Monti

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: "To approve Board of Selectmen nonpublic meeting minutes of June 19, 2019 as written."**

Motion: J. Monti

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

*ZCA Review*

**MOTION: "To approve ZCA #2019-21 for PID #17/13-3-3B for owner Welch View Drive Lot 3-B Trust, Robert, Mark Trustee for construction of a 63x32' single family house."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: "To approve ZCA #2019-22 for PID #17/14-15-H1 for White Mountain Escape LLC for a 4-bedroom single family home."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: J. Monti stated that the value of the house on the application appears low. R. Sabourn stated that the assessor will look at the property to establish a value.

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: "To approve ZCA #2019-23 for PID #17/14-15-H2 for White Mountain Escape LLC for a 4- bedroom single family home."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: None

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: "To approve ZCA #2019-24 for PID #15/4-710 for owner Smitty Heavy Duty Diesel Repair, has received permission from Planning Board and received an approved Notice of Decision, for a 60x80' commercial building."**

Motion: M. Peabody

Seconded: J. Monti

Discussion: None

**Motion Passes: 3 – Yes, 0 – No**

**TOWN ADMINSTRATOR REPORT**

**MOTION: "To approve an abatement request for Goose Hollow Campground, Owners Rick & Mary Cormier, PID# 17/8-3S123 in the amount of \$60.00."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: TA Shepard informed the Board that the owner did not notify the Town that the camper was moved to another site in the campground, which resulted in tax bills for both.

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: “To approve a request to withdraw funds in the amount of \$7,285.00 from the Capital Reserve – Assessing Account for Avitar Associates of NH for the monthly invoice for revaluation.”**

Motion: M. Peabody

Seconded: J. Monti

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: “To approve a request to withdraw funds in the amount of \$80.00 from the Capital Reserve – Police Cruiser & Equipment for Ossipee Mountain Electronics, Inc.”**

Motion: M. Peabody

Seconded: J. Monti

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: “To approve an Intent to Excavate for PID# 10/14-3 for owner Shirley Benton”**

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**MOTION: “To approve an Alcoholic Beverage Service Expansion service request for 891 NH Route 49, Thornton, NH for owner J.L. Sullivan’s The Parting Glass, LLC.”**

Motion: M. Peabody

Seconded: J. Monti

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

### **Transfer Station Renovations**

TA Shepard informed the Board that the Town of Ellsworth can only meet at 4:30p.m. on July 17, 2019. After discussion, the Board felt it would be better to schedule this meeting on July 31<sup>st</sup> instead of July 17<sup>th</sup>. TA Shepard will follow up with Mr. Dumont regarding the revised quote he is working on for this joint meeting.

### **Capital Reserve Accounts**

TA Shepard informed the Board that she contacted Michelle Clark from NHDRA regarding capital reserve account expenditures. M. Clark informed TA Shepard that the Board of Selectmen can spend more than was anticipated as long as funds are available in the appropriate capital reserve account. TA Shepard informed the BOS that Michelle is planning to visit the Town of Thornton and will meet with interested parties to discuss the Capital Reserve Account and CIP processes. She will schedule that with TA Shepard in the near future.

*Vacation Time Request*

TA Shepard received an inquiry from an employee to see if the Board would make an exception to the Personnel Policy regarding Vacation Time and allow him to receive paid vacation time before he earns it. This employee would be entitled to prorated vacation time of approximately 20 hours of vacation time (6.67 hours) earned on October 1, November 1 and December 1<sup>st</sup>. The Board was in agreement to allow this one-time exception with the condition that if this employee leaves his position with the Town of Thornton prior to December 1, 2019, he would need to pay this earned time back to the Town.

**MOTION: "To approve a one-time variation to the Town of Thornton Personnel Policy relative to Vacation Time with the condition that the employee will be responsible to repay this paid leave if he leaves his employment with the Town of Thornton prior to December 31, 2019."**

Motion: J. Monti

Seconded: R. Sabourn

Discussion: None.

**Motion Passes: 2 – Yes, 0 – No**

**Abstained: M. Peabody**

**Public Input**

**No Public was present.**

**SELECTMEN'S REPORT**

R. Sabourn updated the Board on the activities of the Planning Board.

**12:54 p.m. MOTION: "To adjourn."**

Motion: J. Monti

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

Respectfully submitted,

Jessi Fleury  
Board Secretary