



TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: 8/28/19
BOS Initial: MS
Rec'd by Town Clerk on: 9/3/19
Town Clerk Initials: djm

Board of Selectmen Meeting Minutes July 31, 2019

4:00 P.M. Chairman Brad Benton opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

ROLL CALL: Chairman Brad Benton, Vice-Chairman Roy Sabourn, Marianne Peabody, Selectman John Gaite and Selectman Joseph Monti

ABSENT: None

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

MOTION: "To approve the payroll manifest dated 8/2/2019 in the amount of \$27,954.19."

Motion: M. Peabody

Seconded: J. Gaite

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Abstained: B. Benton

MOTION: "To approve the vendor manifest dated 8/2/2019 in the amount of \$385,273.61"

Motion: J. Gaite

Seconded: R. Sabourn

Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: M. Peabody, B. Benton

ZCA Review

MOTION: "To approve ZCA #2019-28 for PID #16-1-7, Owner LCJ Holdings for an 80x132 foot Maintenance Building and a 9.5-acre recreational lake."

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: R. Sabourn confirmed the permits are in place through the Planning Board.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2019-25 for PID # 16/1-11, Owner Taylor & Devin Arpin, for a 12x12 enclosed extension to existing deck."

Motion: R. Sabourn

Seconded: J. Gaite

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve ZCA #2019-27 for PID #8/14-1, Owner Waterstone Engineering to remove and replace 21 windows."

Motion: R. Sabourn
Seconded: M. Peabody
Discussion: None.

Motion Passes: 5 – Yes, 0 – No

ZCA Request Discussion

R. Sabourn stated that Stephen Twohig submitted a ZCA extension in February. The Board had denied the extension on February 27, 2019 but informed Mr. Twohig that the Board would review their decision upon receipt of a new septic design approval from NHDES. R. Sabourn read a follow-up letter sent by D. Mahurin informing Mr. Twohig that the septic system needed to be updated in order to have the ZCA extension approved and to submit an update by July 31, 2019. Mr. Twohig provided an update yesterday stating that John March is working on an updated septic design. After discussion, the Board agreed that Mr. Twohig has received adequate time to provide the requested document and agreed that construction should stop and to reconsider the ZCA extension once an operational approval is submitted. R. Sabourn agreed to work with D. Mahurin on a response letter to Mr. Twohig.

MOTION: "To send a letter to Stephen Twohig informing him that his ZCA extension application has been denied and no further construction should take place. The Board agreed to reconsider the ZCA approval once an operational septic permit has been received."

Motion: R. Sabourn
Seconded: J. Gaites
Discussion: None.

Motion Passes: 4 – Yes, 0 – No

Abstained: J. Monti

Minutes

MOTION: "To approve Board of Selectmen public meeting minutes of July 18, 2019 as amended."

Motion: J. Gaites
Seconded: R. Sabourn
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: J. Monti and B. Benton

MOTION: "To approve Board of Selectmen non-public meeting minutes of July 18, 2019 as submitted."

Motion: R. Sabourn
Seconded: M. Peabody
Discussion: None.

Motion Passes: 3 – Yes, 0 – No

Abstained: J. Monti and B. Benton

TOWN ADMINSTRATOR REPORT

Trustee of Trust Fund Requests

MOTION: "To approve a request to the Trustee of Trust Funds for funds from the Fire & Rescue Vehicle Equipment & Major Maintenance capital reserve fund in the amount of \$26,829.60 for a down payment for the ambulance approved at the last meeting."

Motion: R. Sabourn
Seconded: J. Gaites
Discussion: None.

Motion Passes: 4– Yes, 0 – No

Abstained: B. Benton

MOTION: "To approve a request to the Trustee of Trust Funds for funds from the Assessing capital reserve fund in the amount of \$7,285.00 for the monthly invoice from Avitar for the revaluation."

Motion: R. Sabourn

Seconded: J. Gaite

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Transfer Station Recycling

TA Shepard informed the Board that during the previous Board meeting, the Board discussed a request from K. McGuire and S. Chiocca to consider charging residents for plastic items such as outdoor toys, lawn furniture and barrels. TA Shepard let the board know she contacted other municipal recycling centers to see what their policy is regarding these types of items. She found that the majority of other municipalities contacted, do not charge a disposal fee for these types of items.

MOTION: "To not charge residents for plastic items at the Transfer Station."

Motion: R. Sabourn

Seconded: J. Gaite

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION: "To approve the 2019 agreement with Sansoucy for assistance with the Public Service of NH assessing appeal."

Motion: J. Gaite

Seconded: J. Monti

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Weeping Birches Update

TA Shepard informed the Board that John March will be in next Wednesday at 1:00 p.m. to meet with TA Shepard and R. Sabourn to discuss Weeping Birches Lane.

Trustee of Trust Funds Update

TA Shepard informed the Board that Warren Bahr will be in next Monday to meet with her and Bill DeLeo relative to the responsibilities of the Trustee of Trust Fund position. At the last BOS meeting there was discussing relative to Warren's need to resign as Trustee of the Trust Funds due to his moving out of Thornton. Bill DeLeo was approached by the BOS and asked if he would consider accepting this appointment to complete the remainder of Warren's term. Bill is considering this request.

Town Owned Camper Demolition Update

TA Shepard informed the Board that she spoke with Gloria Kimball regarding the demolition of the town-owned camper on her land. G. Kimball provided permission to allow the town to make improvements needed to remove the camper. The town attorney is working on an agreement between Gloria Kimball and the Town to allow the Town to make any improvements on her land as needed to remove the camper. The agreement will also include language that prohibits G. Kimball from replacing the camper with anything else. Once the agreement is signed, the Road Agent will complete this demolition project.

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

5:00 Transfer Station Renovation Project Bid Review & CIP Discussion Towns of Campton and Ellsworth BOS

All three towns were present for this discussion, Campton, Ellsworth and Thornton. R. Sabourn explained that the Town of Thornton put this project back out to bid in 2018 and received one bid from Dumont Construction. The Thornton BOS met with contractor Bob Dumont and reviewed this bid at their last meeting. They reviewed the estimate and discussed doing the project in phases with the TS Manager's office being done at a later date if it would help to get the project started this year. Bob Dumont informed TA Shepard that the cost of the office building would be approximately \$15,000. After consideration of this information, the Thornton BOS indicated it does not feel this project should be done in phases and unanimously agrees and recommends that the entire project be completed this year.

All three boards discussed the renovation plan and cost.

Campton Board asked if any building or structural changes were made since 2017 to the project plans. R. Sabourn stated that Kevin McGuire and Steve Chiocca plan to meet with Bob Dumont to review some small recommendations for changes such as location of doors and windows, etc. but nothing major has been changed.

Campton Board asked if other bids had been received for this project. R. Sabourn explained that there was one bid received in 2017 which was even higher than this bid. No additional bids were received in 2018 or 2019. TA Shepard shared with everyone present that Bob Dumont was the contractor on the Town Hall renovation project done in 2018 and gave a quick tour and explained the work done by Mr. Dumont. She indicated that the BOS and staff were very happy with this renovation.

Campton Selectboard explained that the amount of the bid was not the amount they had budgeted for in 2019 and this project will deplete their Transfer Station Capital Reserve Fund. Discussion continued relative to unexpected expenses, equipment repair and costs and the budget for the Transfer Station. The Thornton Board stated that the planned paving at the Transfer Station for dust control could be scheduled in a few years, and they felt it was less important than the renovations.

Selectman J. Monti stated that the *allowances* wording of the bid should be a *not to exceed cost* instead and he would like Bob Dumont to establish a firm fixed price that does not exceed the total bid amount. The Campton Board agreed that there are no additional funds that can be expended for this project. TA Shepard will discuss this language with Bob Dumont when he prepares the contract.

CAMPTON BOS

MOTION: "To approve the renovation estimate for the transfer station and ask Mr. Dumont to provide a "not to exceed" contract in the amount of \$162,550.00."

Motion: Karl Kelly

Seconded: Dan Boynton

Discussion: None.

Motion Passes: 4 – Yes, 0 – No

ELLSWORTH BOS

MOTION: "To approve the renovation estimate for the transfer station and ask Mr. Dumont to provide a "not to exceed" contract in the amount of \$162,550.00."

Motion: orange shirt

Seconded: other

Discussion: None.

Motion Passes: 2 – Yes, 0 – No

THORNTON BOS

MOTION: "To approve the renovation estimate for the transfer station and ask Mr. Dumont to provide a "not to exceed" contract in the amount of \$162,550.00."

Motion: R. Sabourn

Seconded: J. Monti

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

Campton Board expressed concern that they felt many residents are not recycling at the Transfer Station. The Boards discussed the recycling program and their understanding that recycling is mandatory. Discussion continued on the importance of recycling and the workforce needed to make sure residents are recycling.

Campton Board discussed the new punch card system. They have received some negative feedback regarding the cards and the inconvenience to pre-purchase them before dumping items with fees. The Boards discussed implementing a credit card system at the Transfer Station. TA Parks of Campton shared some concerns and difficulties that Campton has with their point of sale system and the additional administrative work this payment method adds to the process.

6:00 Chief Miller – Request to Apply for COPS Hiring Program Grant

Chief Miller met with the Board to discuss applying for the COPS Hiring Program Grant. He shared with the BOS that if he is to provide 24-hour coverage for the Town of Thornton, he will need another full-time officer position. Chief Miller is looking for permission from the BOS to allow him to apply for the COPS Hiring Program grant, which could help fund a new position. Chief stated that the grant will pay 75% of the entry level salary and fringe benefits for the first three years. The Town would then need to fully fund the position at the end of the three-year grant. TA Shepard pointed out to Chief Miller that the grant paperwork shows the grant is for up to \$125,000 for the three-year term. It does not say \$125,000 for each year. If this is the case, the grant is actually for \$42,000 per year for wages and benefits which is approximately half the actual cost of funding an additional position. Chief Miller will get clarification on this for the board.

Discussion followed on when the grant funds would be available and the need to seek approval for any new position at town meeting in 2020.

J. Monti asked if a new officer is hired, will the Town need another cruiser. Chief Miller explained that the town may have to purchase another cruiser. He also suggested purchasing an unmarked car for his car to save costs, or delay replacing his car for a year or two as a way to save costs.

M. Peabody asked if what would happen to part time officers if another full-time position is added. Chief Miller replied that the part-time officers are great, but they have low availability and could potentially be phased out.

MOTION “To give Chief Miller permission to apply for the COPS Hiring Program Grant when it becomes available.”

Motion: J. Monti

Seconded: M. Peabody

Discussion: R. Sabourn asked the Chief to get more information on the amount of the grant to clarify the \$125,000 grant amount.

Motion Passes: 5 – Yes, 0 – No

6:15 Tax Deeding and Waivers

M. Peabody and J. Gaits reviewed the properties available for tax deeding. TA Shepard stated that there are six properties that will be deeded as of right now for unpaid taxes. The deadline to pay is August 1st at 8:00 am so this list could change.

MOTION “To waive PID #11/2-2 from tax deeding due to liability.”

Motion: R. Sabourn

Seconded: J. Gaits

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION “To waive PID #8/9-8 from tax deeding due to bankruptcy proceedings.

Motion: R. Sabourn

Seconded: J. Gaits

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

MOTION “To waive PID# 8/9-9 from tax deeding due to bankruptcy proceedings.

Motion: R. Sabourn

Seconded: J. Gaits

Discussion: None.

Motion Passes: 5 – Yes, 0 – No

6:30 Wanosha Integrated Resource Project – Draft Decision Notice

TA Shepard shared with the board the recent No Significant Impact Notice of Decision relative to the Wanosha Integrated Resource Project.

J. Monti shared that he thought from conversation with Brooke Brown of the WMNF that she had until the end of September or October to make a decision. He was under the impression that due to the safety issues on Millbrook Road that were discussed during the meeting with White Mountain National Forest that they were going to address the safety issues and conduct a site visit with the Board of Selectmen before issuing any decision. Selectman Monti went on to say he does not feel that the safety concerns were addressed before making the decision that there would be no significant impact.

J. Monti stated he knows that approximately 25-30 people voiced complaints and concerns about this project at a public hearing, in addition to the concerns expressed by the BOS at a meeting with the representatives of the WMNF during a recent board meeting.

R. Sabourn stated that he felt Brooke Brown should have met onsite months ago with the Board of Selectmen and Road Agent to address the town's safety concerns as relates to Millbrook Road and the logging project. It was the Board's understanding that this meeting would take place right after mud season, however this onsite meeting still hasn't been schedule.

TA Shepard suggested writing a letter to Brooke Brown requesting an onsite meeting be scheduled in the near future between WMNF representatives, the Board of Selectmen and the Road Agent. After the onsite meeting, the Board will schedule a time for Brooke Brown to attend a BOS public meeting to continue the discussion relative to the safety concerns of the BOS.

SELECTMEN COMMENTS

J. Monti stated that Millbrook Road is in dire need of maintenance. R. Sabourn stated that more product is needed to allow for proper grading. The Board agreed that the road conditions are deteriorating on Millbrook and action needs to be taken prior to winter. The Board also discussed unfinished highway department projects and agreed that they would like to know what the schedule is to complete the projects before the end of the year.

Brad Benton will discuss these concerns with the Road Agent early next week.

J. Monti would like the Board to send a thank you letter to Beautification Committee for their hard work and volunteer hours. The Board agreed

J. Monti informed the Selectmen that the Zoning Board completed a new Rules of Procedure during their last meeting.

J. Monti asked if the Town can purchase toppers for the American and State flags that are in the meeting room. TA Shepard stated that the toppers that were in on the flags in the past were too tall for the meeting room. She will look into purchasing some flagpole toppers which fit better.

M. Peabody requested permission on behalf of the Beautification Committee to place a large boulder near the entrance of the town hall driveway. Leigh Johnston offered to place the boulder at no cost. The Board said agreed to the request.

7:30 p.m. MOTION: "To adjourn."

Motion: J. Monti

Seconded: M. Peabody

Discussion: None.

Motion Passes: 5-0

Respectfully submitted,

Jessi Fleury
Board Secretary