



## TOWN OF THORNTON BOARD OF SELECTMEN

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

Approved on: 10/9/19  
BOS Initial: WKS  
Rec'd by Town Clerk on: 10/15/19  
Town Clerk Initials: clm

### Board of Selectmen Meeting Minutes September 25, 2019

12:02 P.M. Chairman Benton opened the Thornton Board of Selectmen meeting work session with the Pledge of Allegiance.

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

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

**MOTION:** "To approve the vendor manifest dated 9/27/2019 in the amount of \$416,676.39 subject to the reconciliation of a payment for invoice number 0035687."

**Motion:** J. Monti

**Seconded:** B. Benton

**Discussion:** J. Monti questioned an invoice in the amount of \$400 for an excavator rental. He asked for more information relative to this rental which appears to be from a town employee. R. Sabourn stated that he clearly remembers the discussion held with Mr. Kubik regarding the renting of the equipment for the demo project and that the Board approved this expense. M. Peabody and Jack Gaites agreed that the Board had discussed this rental and approved it at a past meeting. J. Monti stated that this approval should be clearly stated in the minutes.

**MOTION:** "To amend the previous motion to approve the vendor manifest dated 9/27/2019 in the amount of \$416,676.39."

**Motion:** J. Monti

**Seconded:** B. Benton

**Discussion:** None

**Motion Passes:** 4 – Yes, 0 – No

**Abstained:** M. Peabody

**MOTION:** "To approve the payroll manifest dated 9/27/2019 in the amount of \$34,190.80."

**Motion:** M. Peabody

**Seconded:** J. Gaites

**Discussion:** None.

**Motion Passes:** 3 – Yes, 0 – No

**Abstained:** R. Sabourn & B. Benton

## ZCA Review

**MOTION: "To approve ZCA #2019-38 for PID #16/1-28, Ralph and Karyn Moschella for a 8x10' shed."**

Motion: R. Sabourn

Seconded: J. Monti

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve ZCA #2019-40 for PID #50-1-50-07, Wayne & Sharon Charron, for a 38x20' house with a 12x10' shed."**

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**MOTION: "To approve ZCA #2019-41 for PID #13/6-29, Stephen and Karen Waters, for a 24x24' garage."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**MOTION: "To approve ZCA #2019-42 for PID #13/6-29, Timothy and Pamela White, for a 8x10'shed."**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

### *Stephen Twohig ZCA Extension Request*

R. Sabourn discussed this extension request. Upon receipt of Mr. Twohig's ZCA extension request, the Board requested proof of a permitted septic system. This requested information has still not been received. The prepared letter to Mr. Twohig states that the Board of Selectmen has denied his request for a ZCA extension due to non-receipt of a septic system design approval and all construction shall stop for this project. The letter also stated that a new ZCA can be submitted with a septic system approval for future consideration by the Board of Selectmen. The Board agreed to have R. Sabourn sign the letter as Code Enforcement representative.

John March, Surveyor, stated that this septic plan has been completed since May 2019 and has been submitted to the State of NH. Mr. March stated that he feels Mr. Twohig is acting in good faith and is just waiting for the State to grant approval. R. Sabourn does not disagree that Mr. Twohig is acting in good faith. He explained that the ZCA extension request has been pending approval since February. The Board took the following action:

**MOTION: "To send a letter to Mr. Twohig denying his request for an extension and informing him that all construction shall cease. Upon receipt of the State approved**

septic design, a new ZCA can be completed and submitted to the Town of Thornton."

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Abstained: J. Monti**

Owen Franklin - R. Sabourn informed the Board that ZCA application #2019-39 was received from Owen Franklin for construction of a new home on Centennial Way. Upon review and site visit, it is clear that multiple structures are already in place including a dwelling unit. When R. Sabourn and AA Mahurin visited the site today, a concrete truck was at the site and in the process of pouring a foundation for a 4 bedroom house. There were also several other unpermitted structures on the property. A previous ZCA had been approved for a shed. Upon review, it is apparent that the actual structure built was not the same structure that had been approved by that ZCA. R. Sabourn and AA Mahurin took pictures of the site and contacted Attorney Mitchell. Following discussion with town counsel and with his assistance, a cease and desist letter was drafted to stop all construction until all issues have been addressed.

**MOTION: "To deny ZCA application #2019-39 and to send a cease and desist letter via certified mail as recommended by Town Counsel."**

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Abstained: J. Monti**

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

### **1:00 Weeping Birches Road**

*Present: John March, Surveyor and several residents from Weeping Birches Lane*

John March presented copies of a plan that includes all recommended changes as requested by the Board of Selectmen. Mr. March stated that he is representing himself this evening. He stated that he has corrected the deficiencies in the plan. R. Sabourn stated that Mr. March met with him and TA Shepard to discuss the deficiencies of the plan. The Board requested as-built plans to determine the exact location of the paved road. Upon review of this new plan, it is clear that the road was not placed in the middle of the right of way. This plan also shows an encroachment beyond what was officially dedicated as cul-de-sac area and the "wing extensions". An onsite meeting was held by TA Shepard, Roy Sabourn, and John Kubik on September 17 along with some of the homeowners on Weeping Birches Road.

R. Sabourn explained that with the location of the pavement, there is virtually no distance between the edge of the pavement and the top of the very steep slope that of the hill. The drainage retention pond was originally discussed as being kept and maintained by the Gray Birches Condo association. In order to fix the problem with the steep slope beside the edge of the pavement, additional land would be needed to bring in material to provide a safety barrier such as guard rails or stones to prevent a vehicle from sliding down the

slope. RA Kubik recommended that ditching material be used as fill to address these safety factors. The fill extension needed would be partially held in place by the retention pond that currently exists. R. Sabourn stated that the retention pond does not contain water and he is no longer concerned with the longevity of the pond. R. Sabourn believes it is in the town's interest to own the land around the retention pond to extend the fill and make the area safer. He also explained that north of the pond, the road is crowding the east side of the right of way. A note has been added to the plan relative to a the need for a slope and drainage easement from White Birches Condo Association so the area above the retention pond can be maintained to allow the water to flow into the retention pond and away from the road.

Vice Chair Sabourn thanked John March for addressing the boards concerns and helping to work towards a resolution.

R. Sabourn stated that one citizen asked how long this process would take since winter is approaching and the citizens of Weeping Birches would like the Town to accept and start maintaining the road this year. R. Sabourn mentioned this situation to Brian Regan, Planning Director and was informed that the Planning Board may be able to amend the previously approved subdivision plan to allow the town to acquire the road faster. R. Sabourn would like to discuss this further with Mr. Regan to be sure that this option is viable since the town would be acquiring a piece of land from the association. M. Peabody agreed that he should look into this further.

Discussion followed on how to proceed. R. Sabourn will discuss this further with B. Regan. . .

J. Monti suggested that a letter be drafted to the associations to inform them exactly what the Town is requesting so that the process can be expedited. M. Peabody stated that this process should be handled by the Planning Board and the Planning Board has a precise process that they follow so that homeowners are clear as to what is needed to approve the application. R. Sabourn stated that he felt the needs are made clear on the new plan provided by John March.

Discussion continued relative to Extension A & B. R. Sabourn stated that in his opinion, the developer still owns the wing areas. R. Sabourn stated that a quitclaim deed needs to be received from the developer relinquishing any and all interests in this area. There was some discussion relative to a quitclaim deed which may have been provided to the Village District for the wing areas from the developer which was never recorded.

The Board is in agreement that all drafted deeds would need to be reviewed by town counsel prior to acceptance.

R. Sabourn went over the items the board would need to proceed:.

- R. Sabourn stated that the Board needs to further review the as built plan provided from John March this evening.
- Once that is completed, the next step would be to review with Planner Regan to determine what steps are needed with the Planning Board.
- Deeds will need to be prepared and reviewed by town counsel.

- The Board agreed to provide a bulleted list of exactly what is needed and from whom. Discussion followed on who would be responsible for the costs associated with preparing the deeds. R. Sabourn explained that the warrant article passed restricts the town from spending any town funds for this purpose.
- Chairman Marks of the Waterville Estates Village District agreed that the WEVD would pay the town's attorney for all costs associated with drafting the necessary deeds. Chairman Marks will provide a written agreement stating WEVD will be responsible for all costs associated with the preparation of all deeds and easements by the Town of Thornton's legal counsel as discussed.

R. Sabourn offered to present the as-built to the Planning Board on behalf of Mr. March if that would be helpful. John March agreed to check his schedule to see if he can attend, but agreed to have the plan presented to the Planning Board in the quickest form possible whether he can attend a planning board meeting or not.

### **1:30 CIP – Bill DeLeo**

Bill DeLeo met with the Board to discuss the CIP. The CIP Committee had a meeting last night and voted in favor of all new updated requests. During a previous meeting there was concern mentioned by the CIP members regarding inflation in the plan and other economic factors beyond their control. This concern was brought on by the sudden increase in the cost of police vehicles last year, when there was an increase of over 50%, as well as the amount of purchases scheduled for 2029 CIP. Mr. DeLeo explained that the committee built in a 2.5% annual inflation adjustment into the schedule beginning in 2020. The Board reviewed the adjustments. Mr. DeLeo explained that the inflation ratio can be adjusted but feels that the average inflation rate over the past 30 years is 2.55%. Mr. DeLeo further explained that although he has been very reluctant to increase the annual reserve amount, the committee agreed that it will be necessary to ensure the continued success of the CIP program. The committee agreed to increase the annual reserve amount from \$270,000 to \$300,000 beginning in 2021. With these changes, the committee feels confident that the CIP can fund the requests made by the departments. The committee will also inform the departments that they should not include inflation costs in their requests as the CIP committee will take care of these increases automatically. The Board agreed. B. DeLeo also stated that there is an option to not inflate particular projects if needed. He explained that some existing projects that are scheduled in the CIP for 2020 and 2021 do not require inflation either. He further stated that the committee will adjust the annual amount budgeted if there is a surplus of funds in the CIP in any given year.

The Board agreed with the CIP decision to increase the annual reserve amount and also agreed to use the 2.5% inflation schedule in the CIP as recommended by the CIP committee.

**MOTION: “To approve the CIP recommendation to increase the annual reserve amount to \$300,000 and to use a 2.5% inflation schedule in the CIP to begin in 2021.”**

Motion: J. Monti

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

B. DeLeo asked the Board if they have plans for any future town hall renovation projects as there is still \$50,000 in reserve for that purpose. The Board agreed that after the meeting held between the school board, TA Shepard and Selectwoman Peabody, they feel confident that the school will meet the town's voting needs. TA Shepard confirmed that the school board will allow voting to take place at the school and is not dependent on voter approval of a school addition. B. DeLeo stated that he will keep the \$50,000 in the building reserve as unassigned. The Board agreed.

#### **1:55 Return Check Policy – Proposed Revision**

TA Shepard stated that there is currently a Returned Check Policy in effect. The current policy is only applicable to any returned check over \$50. Mary Conn is requesting that the Board remove the \$50 threshold and allow the Return Check Policy to apply to all returned checks regardless of the amount written for.

**MOTION: “To amend the Returned Check Policy to remove the \$50 threshold for the Returned Check Policy as presented.”**

Motion: R. Sabourn

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

#### **2:00 Winter Sand Bid Award**

TA Shepard informed the Board that two sealed bids were received at town hall by the deadline. A third bid was received by RA Kubik and brought to the town hall at the time that he was to meet with TA Shepard to open the bids as advertised. The bid received by RA Kubik was not received by 3:00 p.m. on Friday. The Board agreed that this bid was not received by the deadline and would not qualify for bid consideration.

Chairman Benton opened the sand bid award and read the invitation to bid.

The following bids were received and considered by the Board:

*Caulder Construction* - \$7.25/yard for approximately 2-3,000 cubic yards of undelivered screened winter sand.

*Exit 29 Sand & Gravel* - \$8.50/yard for approximately 2-3,000 cubic yards of undelivered screened winter sand.

J. Monti asked how long it takes the Highway Department to pick up the sand material. RA Kubik stated that they do not pick up the entire amount at once. He explained that they pick up sand in between other jobs during the fall.

RA Kubik explained that the amount of 2-3,000 cubic yards is dependent on the weather and winter conditions.

J. Monti asked the Chairman to consider what the cost for delivery of the material would be, as the highway department has a lot of projects on their agenda right now and having the material delivered may be worth the extra cost. Chairman Benton stated that this can be considered, however, he believes that it is cheaper to have the material hauled in house. RA Kubik stated that usually the major projects of the year are finished by the time they haul material and does not interfere with their day to day responsibilities.

RA Kubik stated that he is comfortable with the source of the material from Caulder Construction and is unsure of the source of material from Exit 29. Chairman Benton suggested that the bidders provide a small bag of material as a sample with the next bid process.

J. Monti asked if there is a minimum amount of yards needed due to mild winter conditions, can the town take less than 2,000 yards. RA Kubik stated that they would take at least 2,000 and would stock pile additional sand if needed. It was agreed that the assumed minimum would be 2,000 yards.

**MOTION: "To award the winter sand bid to Caulder Construction for \$7.25/yard for approximately 2-3,000 cubic yards of undelivered screened winter sand per recommendation of RA Kubik."**

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

## **2:15 Highway Department Update**

*RA Kubik and Bruce Rodgers met with the Board to provide a monthly update.*

- The new Highway Department employee has successfully passed his CDL B.
- The department bought a pallet of crack seal to keep roads in good condition and extend the paving schedule for good roads. The following roads, Millbrook Road, Hidden acres, Joshua's Lane, Jacobs Drive, Rivendell, Riverview, Meadows Development, and Snowood Drive will be sealed.
- A week was spent demolishing and removing the town owned trailer located at 22 Sleepy Hollow and the project is complete.
- Tim has been operating the boom mower over the past month and making more progress this year than previous years. J. Monti stated that the he noticed what a difference it makes trimming the brush during their site meeting on Millbrook Road yesterday.
- RA Kubik and Bruce sampled a John Deere backhoe, as the leading competitor of the CAT backhoe in need of replacement. John indicated he is leaning towards the CAT backhoe due to the benefits of the bucket style and other convenient features.
- Some dirt roads were targeted that were in need of attention. Roads that received maintenance include Sandwich Notch, Goose Hollow, Chickenboro Road, and Holland Trail. Additional dirt roads will be addressed.

- John updated the Board on the repairs made to the Old Town Hall Building including pouring new concrete supports and fixing erosion damage.

*Upcoming Projects and Updates Include:*

- RA Kubik would like to put some more crushed stone in some problem areas that would make grading easier.
- RA Kubik would like to purchase some more crack seal to use on Upper Mad River Road
- Continue mowing
- Inspect highway department vehicles
- Hauling winter sand
- 2011 F550 was brought back to Ford for a check engine light. Ford has stated that the check engine light is related to the exhaust and probably unrelated to the fueling issues previously fixed. The repairs are estimated at \$1,333.00. Ford recommended fixing the problem so that it does not lead to additional problems. J. Monti asked if there is money in his budget for the repair. RA Kubik stated that the vehicle is necessary and funds will need to be found within the department budget.
- The 2014 F550 is in Concord at Grappone for an engine light as well. A temperature sensor needed to be changed and is believed to be a simple fix. There was also a part that was changed under the warranty. Most of the engine light repairs should be covered under the vehicle warranty. Front end repairs will need to be made and is funded in the general repair and maintenance budget.

J. Monti asked how many paved and unpaved miles of town roads are located in the town. RA Kubik confirmed that the estimate is about 30 miles of paved roads and about 25 unpaved.

J. Monti asked how many miles of roads were paved this year. RA Kubik does not have that information available at this moment without some research.

J. Monti asked how many miles of roads were crack sealed this year. RA Kubik estimated the length of at least a couple miles.

RA Kubik discussed the purchase of a new wing this year, and would like to purchase the wing from HP Fairfield since they have been a longstanding vendor and the quality of the equipment is dependable and can be interchangeable with other vehicles. J. Monti explained that companies are more likely to be competitive if they understand that the town is requesting bids from other companies. J. Monti stated that the Board has the ultimate decision as to which bid to receive but businesses are more likely to provide a better price to the town. Discussion followed.

**MOTION: "To waive the bid policy for the purchase of a plow wing from HP Fairfield as requested, however, RA Kubik is encouraged to follow the procurement policy and receive three bids for future purchases.**

Motion: B. Benton

Seconded: M. Peabody

**Motion Passes: 5 – Yes, 0 – No**



## **2:30 Transfer Station Update**

*Kevin McGuire and Steve Choicca met with the Board to provide a monthly update.*

- A resident had a slip and fall at the Transfer Station. Emergency Personnel was contacted and injuries were documented.
- Cardboard was sent out today, which is still a commodity. Three quotes were received from vendors ranging from \$20 to \$42 per ton. Their intention is to move any other commodities out before winter begins, if possible.
- There are now two construction cans at the transfer station that will help out with the flow of traffic.
- Hazardous materials and incandescent bulbs were transported to Plymouth yesterday with the help of the Highway Dept.
- S. Choicca stated that there is no clear line of sight to the metal pile which creates problems. He explained that the Lincoln transfer station has a different set up that seems to work well. The current metal pile at the Thornton Transfer station should be gated off and monitored to make sure that the residents are disposing of the proper items. He informed the Board that the Littleton transfer station has a pay as you throw program, serving about 5 or 6,000 residents for about 14 tons per week. Thornton sends out 28 to 30 tons per week of municipal solid waste with a similar amount of residents served. This is an observation that has been made by the transfer station staff.
- Some recycle items are picked up for transport from the Transfer Station. Big companies will not come to pick up small amounts, so the staff has been holding the items. The day to day operations has changed for commodities. Marketable commodities are more difficult because the vendors want a full truck of one commodity so the transfer station stores some items for a full load. Some local companies will pick up less than a full load. TA Shepard stated that at a previous meeting it was discussed that at times the staff is not able to receive three quotes for commodities. She asked if the staff should still be receiving as many quotes as they can, even if three are not available. The Board agreed. Discussion continued on the cost of recyclables and commodities.
- K. McGuire stated that the revenue for the transfer station is at \$15,610.08 according to his records. TA Shepard had a figure of about \$10,000, however, she assured the Board, Kevin and Steve that once all receipts are entered, she will confirm the total with them.

## **2:45 Police Department Update**

*Chief Miller met with the Board to provide a monthly update.*

- 188 calls of service, including assault, armed robbery
- 162 arrests so far to date this year
- National Night Out was a big success and residents are pleased with the outcome of the event.
- Officer Yao, Officer Harkonen, Officer Meier and have taken the EMR training. State testing and national emergency registry paperwork is needed to become certified.
- Boogie n Blues went well with no issues
- The medication drop box has been installed, free from Rite Aid

- Trunk or Treat is in the planning process and is scheduled for October 31.
- The Police Department new website is up and running.
- The association has a new prosecutor who is working out nicely.
- Officer Melanson has retired and is planning a get together.
- Officer Rideout has resigned as a part-time officer. Chief Miller is looking for two part-timers at this time for 20-25 hours per month.
- The Department continues to have a presence at the school and has completed some lock-down drills.
- The speed sign has been up all over town and mostly at the school now that it is back in session.

J. Monti asked if Officer Rideout has any back payments owed to the town as part of his training contract. Chief Miller stated that Rideout does owe the Town funds for training.

Chief Miller discussed the option of comp time for the police officers. He explained that he needs to know if the town is going to offer comp time or pay straight time for community policing events. He explained that he cannot force the Officers to provide volunteer hours and he is receiving some push back from the Officers. R. Sabourn recalled that when National Night Out was discussed, the Police staff said they would be volunteering their time. R. Sabourn discussed his disappointment that the staff is now requesting to be paid for these events after they had agreed to volunteer the hours. Chief Miller agreed but cannot force the volunteer hours. Chief Miller stated that other towns are compensating their staff for attending these events. He explained that the cost would be minimal. TA Shepard stated perhaps the Officers could be paid straight hourly pay and this expense could be built into the police department budget. The Board agreed that this could be a solution for community policing events, National Night Out and Trunk or Treat Event. After discussion, the board agreed to schedule this discussion on the next agenda.

### **3:00 PD – Safety Grants for new MDT, DUI Patrols, Seatbelts, Speed Enforcement**

Chief Miller discussed the safety grant with the Board. The board had given permission to apply previously. The grant was approved.

**MOTION: “To accept the Office of Highway Safety Grant agreement for fiscal year 2020 as presented by Chief Miller.”**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

### **3:15 Draft Policy Regarding Electronic Communications with Board of Selectmen**

The Board agreed to review the draft policy for electronic communications and discuss at the next BOS meeting.

### **3:30 Draft Policy Regarding Electronic Participation in Selectmen’s Meeting**

The Board agreed to review the draft policy for electronic participation in Selectmen’s meetings and discuss at the next BOS meeting.

*Minutes*

**MOTION: "To approve Board of Selectmen public meeting minutes of September 11, 2019 as amended."**

Motion: M. Peabody

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Abstained: J. Monti and B. Benton**

**MOTION: "To approve Board of Selectmen nonpublic meeting minutes of September 11, 2019 as presented."**

Motion: M. Peabody

Seconded: R. Sabourn

Discussion: None.

**Motion Passes: 3 – Yes, 0 – No**

**Abstained: B. Benton and J. Monti**

Planning Board Action File. Discussion followed regarding the Duguay/Pitman application. J. Monti stated that it is unclear as to what the applicant's next step is for the Planning Board. R. Sabourn stated that Mr. Duguay was not happy with the outcome from the Planning Board. Mr. Duguay would like to continue making wine in his building and is currently selling from a store front in North Woodstock. The Board discussed concern with the production. R. Sabourn stated that a site plan review should be received in order to continue operations.

**TA REPORT**

*Trustee of Trust Fund Requests*

**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."**

Motion: B. Benton

Seconded: J. Gaites

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To approve and sign the following Selectmen Deeds for town owned properties sold through the sale of tax deeded property policy: PID# 11/1-83, PID# 17/12-7, PID# 11/1-84."**

Motion: B. Benton

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To appoint Toni Stewart to the Events Committee."**

Motion: J. Gaites

Seconded: J. Monti

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

**MOTION: "To appoint Frederic Johnson to the Conservation Commission for a three year term expiring December 2022."**

Motion: R. Sabourn

Seconded: J. Monti

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Abstained: M. Peabody**

**MOTION: "To renew the appointment for Myrtle Lewis to the Conservation Commission for a three-year term expiring December 2022."**

Motion: R. Sabourn

Seconded: J. Monti

Discussion: None.

**Motion Passes: 5 – Yes, 0 – No**

**4:13 Non-Public pursuant to RSA 91-A:3, II (c-reputation)**

**MOTION: "To enter into non-public session pursuant to RSA 91-A:3, II, (a,b & c)"**

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

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

**Motion Passes: 5 – Yes, 0 – No**

**Non-public session pursuant to RSA 91-A:3, II (a)(b)& (c)**

**5:50 p.m. MOTION: "To come out of non-public session."**

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 4 – Yes, 0 – No**

**Selectman Monti left at 5:00 p.m.**

**MOTION: "To make a conditional offer of employment to Candidate #1 as a part-time Officer."**

Motion: R. Sabourn

Seconded: B. Benton

Discussion: None.

**Motion Passes: 4-0**

**MOTION: "To give conditional approval for a 12 month repayment agreement for tax deeded property for PID# 15/4-17-1 contingent on receiving a fully executed and notarized copy of the agreement from the both property owners , as one was not present."**

Motion: R. Sabourn

Seconded: M. Peabody

Discussion: None.

**Motion Passes: 4-0**

**MOTION: "To give a verbal approval for a 24 month repayment agreement for tax deeded property for PID# 6/9-26 contingent upon receipt of a fully executed agreement from the actual property owner and a copy of a current insurance binder for the property. Both of these items need to be received within 7 days from today's date or the eviction process will begin."**

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

**Motion Passes: 4-0**

M. Peabody informed the Board that the Beautification Committee is interested in allocating funds in next year's budget for a gardener or a person that may be interested in maintaining the town landscaping and mowing.

M. Peabody also explained that there is some damage to the landscaping at the town hall from vehicles backing up too close to the plants. The Beautification Committee would like to know if some small boulders could be placed around the landscaping to prevent further damage. The Board agreed that small boulders would most likely interfere with the plowing during the winter. The Board discussed other options and recommended temporary fencing or another idea that would be less permanent or damaging to vehicles if it is backed into.

**6:00 p.m. MOTION: "To adjourn."**

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

**Motion Passes: 4-0**

Respectfully submitted,

Jessi Fleury  
Board Secretary