

TOWN OF THORNTON

September 12, 2007

Selectmen's Meeting Minutes

9:16AM The meeting was called to order.
Board members present: Arthur Gross, Jim Parziale and Roy Sabourn
Also present: Administrator Andrew (TA), Jim Demeritt, Lee Freeman,
Police Chief Walter Joyce, Transfer Station Manager Dave Hilliard, Steve Medaglia, and
Police Lieutenant Jack Foley.

Police Chief Walter Joyce updated the board that the department received 43 applications. They have reduced the number to 7 and are setting up interviews starting tomorrow morning. Selectman Sabourn confirmed if they are still looking at full time w/benefits? Yes. There was one part-time applicant. Selectman Gross inquired if there are rules for travel distance? Chief Joyce responded that the officers have a 20-minute restriction, but there is none for the administrator. Selectman Gross inquired if police certification is required? Lieutenant Foley stated no applicants are certified. Chief Joyce stated he would prefer not to have a certified applicant. Lieutenant Foley stated there were no male applicants. The same interview questions will be asked of each person. They will have to submit a letter on disc and a background check waiver will need to be processed. Selectman Sabourn inquired if full time is 35 or 40 hours. Chief Joyce stated the position is based on 40 hours. The TA confirmed that 35 hours is considered a full time position. Selectman Sabourn inquired what had been quoted for pay scales. Chief Joyce stated the scale is \$10-12/hr. Lieutenant Foley stated the 7 interviews should be done by the end of the week. Background checks will be done next week. A recommendation should be available for the next Selectmen's meeting. Chief Joyce stated he usually submits his recommendation to the board for final approval.

9:28 Steve Medaglia came before the board relative to emergency management operations. Selectman Gross stated that presently the Board of Selectmen acts as emergency management "manager". The board would like to have a coordinator for the day to day and clerical issues. Mr. Medaglia recommended the board call Paul Hatch and see what statutorily can be done. It is his understanding that the town needs a Manager, but Mr. Hatch can tell the board what can be done. The plan that is in place which Terry Joyce & Steve Medaglia established a couple of years ago should be reviewed annually and updated with any necessary changes. The other thing is the Hazard Mitigation Plan that allowed for funding after the last disaster. They both require annual reviews.

CERT update. Mr. Medaglia reported that the council voted to continue the program. Waterville Valley is going to facilitate a meeting to get additional personnel. The organization started with 22 members and is now down to 4 full time and 3 part time personnel due to attrition. There should be a conduit to utilize personnel to provide backup for emergencies. CERT was utilized for traffic control during a Rte 175 standoff

which freed up the State Police. That was the one real situation that they have been used for. CERT has been utilized for parking control at the boogie fest a couple of times. CERT will meet again in January to see if the organization goes forward.

Selectman Sabourn stated in his review of the plans it looked like the board could act as director. They would then have a person who would work as a coordinator to keep up on paperwork, keep the plan up to date, and keep the board informed. There is too much for the board to do. Mr. Medaglia stated that emergency management, if done appropriately, can become a very time intensive process and is board asking for a volunteer? Selectman Sabourn stated he does not see that personally.

Mr. Medaglia stated he was retired when he came to this area from the Washington area where he saw infrastructure in overload. He worked with 9/11 issues, the anthrax scare in Washington, and Hurricane Ivan. This gave him a perspective of how prepared Thornton was. Agencies are going to come back for plans and ask how Thornton is going to deal with issues. There is a level of bureaucracy and CYA in the plans. The plans are a guide that should be exercised to correct holes in the program so that it is not being tested for the 1st time when an emergency occurs. He continued that he does not see support for pursuing it. There hasn't been any real issue up here (in Thornton), but what is the town going to do if an emergency occurs i.e., earthquake, wildfire, or pandemic flu. Plymouth is planning and preparing. The state is trying to get towns to look at these things. The NH mentality is we can take care of ourselves if an emergency occurs, but it doesn't work if a true emergency occurs. You have to decide what you want. Get someone from the state down here. If you want a coordinator making a position with responsibility and no authority that is going to make the job difficult. There is a need to have everyone in the plan and you are going to have to give a tremendous amount of support.

Dave Hilliard remarked that the state gave a plan that said you shall have a director but it does not mean that the buck stops there. Mr. Medaglia stated there is a manager in the planning. Some towns have a designated a multi-functional person, i.e. fire chief as the director.

Mr. Medaglia stated we are in the top 50% of towns in the state given that have an approved plan in place. Grants are more available for items such as radios.

Selectman Sabourn stated the town needs someone to keep up with the paper trail but is not convinced that a separate director is the answer. He recognizes that the board cannot keep up with the paper that will be coming in on a constant basis, i.e. mandates. If someone wants to volunteer it would be great, but it is too much work to expect of a volunteer. Mr. Medaglia stated he probably put in over 300 hours in completing the emergency management plan. The Hazard Mitigation Plan was probably another 300 hours. It is a constant process keeping them current. Someone needs to be available for alert messages for wind, rain, and flood data. Research for federal grants and equipment grants could be a full time job.

Selectman Sabourn inquired what kind of number would be needed in a line item? Mr. Medaglia stated to establish a person might need 10-20 hours/wk. Maintenance of the plans would probable average 10/hours week with peaks and valleys during the year. Weather alerts could be directed into the police department by being on the list serve at emergency management.

Lee Freeman stated that there was \$2,500 budgeted for emergency management. Police Chief Joyce stated the police department has covered the majority of costs for emergency management planning operations. Dave Hilliard inquired if this is something that the new person would be taking on? Selectman Sabourn inquired if in the 40 hour position in the police department if in fact the new person could assume the emergency management coordination with the 40 hour work week. Chief Joyce stated that the department is currently backlogged on paperwork, but probably in a year the possibility would exist.

Selectman Sabourn told Mr. Medaglia that the board does appreciate all of the time he has given to the town gratis over the years with emergency management. Mr. Medaglia stated there are a lot of people who really do want to help out. They just want to make sure that the town is taken care of. He doesn't want to have a disaster to utilize CERT.

10:05 Road Agent Tom Dubey stated the jersey barriers are in place on Stone Dam/Merrill Access roads. There was an extra charge to install them, but money well spent.

A cabinet for gas cans and chain saws and oil spill containment have been ordered. Guardrail wires have been re-attached on Stone Dam Road. The stop sign has been placed on Covered Bridge Road. Timbers have been ordered for the Thornton Gore Bridge.

Paving price went up \$1.75/ton, quote now at \$105,102. Details for '07 paving were reviewed. Selectman Gross made a motion to approve the quote for paving with the RA authorized to sign. PASSED (x3)

The board will review Blake Mt. Road and several other locations with the RA after the board meeting on October 10, 2007

The RA reported he is not available for Old Home Day due to a prior engagement.

Trees on bank on highway garage property. Selectman Sabourn suggested an individual that might be available to take out the trees between the firing range and Rte 3 as the board had discussed. Bruce Carpenter from Rumney has a truck and a chipper that may take up to a 10" log. The RA will follow up for costs. Jim Demeritt stated Mr. Carpenter has worked in the Estates and worked well. They discussed replanting with seedlings of like trees for eventual screening. The county extension service sells seedlings every spring.

Selectman Sabourn stated a survey of Stone Dam Road reveals that the section of guardrail that Lee Freeman is concerned about is probably in Woodstock.

10:24 Transfer Station Manager, Dave Hilliard (DH) reported that the packer trailer should be installed starting 9/25. He will have a couple extra open top containers for the 26th to help with operations for that day.

There was only one proposal received to buy the 2 newer roll off containers. The board approved their sale to the Town of Rumney for \$7000. APPROVED (x3) DH requested that monies go back into his equipment line to offset the purchase of tires and grapples for the skid steer loader. This will avoid the need to budget monies next year for these items. APPROVED (x3)

Selectman Gross reported that testing for closure can go to 2x year. DH reported that groundwater testing requirements for surface runoff are increasing and land closure well testing is reducing. He suggested that budgets not be reduced for testing purposes.

Selectman Parziale noted that kids work at saving paper at the school and asked about monies to the school. The TA reported that \$187.63 was reimbursed to the school for last year's efforts.

10:30 Dave Hilliard requested a non-public session due to a personnel issue. It as moved to enter non-public session pursuant to RSA `91 A:3 for personnel issue. PASSED (x3)

11:17 The board returned to public session. It was moved to seal the minutes of the non-public session. PASSED (x3)

The TA is to obtain a copy of the Administrative Assistant job description from Chief Joyce and draft a revision for the board's review. The position is to contain emergency management clerical assistance in addition to police department duties.

The TA reported that she had erroneously not reflected the times and sealing of the 8/28/07 non-public selectmen's meeting minutes. Selectman Gross made a motion to amend the 8/28/07 meeting to so reflect starting at 4:40 PM and ending at 5:27 PM with the sealing of those minutes. PASSED (x3) Mr. Freeman had given a note to the board requesting a copy of the non public minutes. The board did not open his note until after the above action had been taken.

It was moved to approve the minutes of the September 5, 2007 Selectmen's Minutes. PASSED (x3)

Selectman Sabourn reported that Barry Van DeMoere had expressed displeasure about changing Selectmen's Meetings to 9 AM, but Selectman Sabourn explained the conflicting schedule issues.

Mr. VanDeMoere had also stated that the Planning Board was not in favor of accepting Hidden Acres Road. All had agreed that there had been a hiccup in planning the road and

errors had been made that bound the board to accept the road as an exception not as a precedence for future road considerations.

Selectman Sabourn showed the board a rough survey plan of Crawford Field and the Town House property. Crawford house property deeds are very poorly described with no dimensions. The Davis and Wolfes who owned the property prior to the Crawfords had a survey that described dimensions +/- which gave enough information to place points.

The first deed encompassed the Town House and a one rod offset down the road frontage. The deed from 1828 refers to a barn foundation that is there. The garage is separate deed from 1925 and is for a 25' by 40' lot off the back corner of the Town House. John March has done a partial survey of the Uhlman/Hawkensen property but didn't finish it in part due to the town properties. There is a culvert that discharges into the Town House property. Selectman Sabourn asked the board members permission to talk with John March to see if something can be done to benefit everyone, PASSED (x2).

Selectman Sabourn stated there is an old cart path that goes down to the intervale that should be discussed as part of the negotiation.

Smoke Rise Lane – The Board stated that the road is in no condition to consider being accepted as a town road. It is too narrow, would require the need to encroach on private property. It is too steep, and brush and trees are in the road path. There are also cul de sac and drainage problems on the road. The board stated they would not support a warrant article to accept the road without significant work on the part of the owners. AGREED (x3)

The TA reported that the Building Inspector does not support amending a building permit to allow a shed to stay as located at Pitman property “until such time as the road is reopened”. The board AGREED (x3). A letter will be sent to the Pitmans.

12:15 Selectman Parziale left the selectmen's meeting to attend a different meeting.

The TA reported that a Department of Labor inspector had stopped at the office to verify the timely filing and forms. The town is in compliance and no fine will be levied.

APPROVALS

Bulding Permits

17 4 10	M&C Cavallo	house
17 4 17	T&G Spitzer	dormer on house
10 1 5-15	F.Jackson	house/attached garage
11 1 135	E. Desreuisseau III	house/detached garage
Abatement:		
12 7 17	T.Kent (2006)	\$135.64

12:25 PM it was moved to adjourn. PASSED (x2)

**The next scheduled Selectmen's Meeting
Will be
September 26, 2007
9:00 AM at the Municipal Building**