

Town of Gorham New Hampshire

PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN Gorham Town Hall Public Meeting Room 2nd Floor Monday, January 10, 2022 5:00 p.m.

SELECTMEN PRESENT: Michael Waddell; Judy LeBlanc; and Adam White.

STAFF MEMBERS PRESENT: Denise Vallee, Town Manager; Philip Cloutier, Fire Chief; and Jeff Stewart, Parks & Recreation.

OTHERS PRESENT: Edith Tucker, Reporter, Berlin Sun

1. Non-Public Session - 5:00 p.m.

Nonpublic Session under RSA 91-A:3, II(a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

2. Public Session Call to Order - 6:00 p.m.

Chairperson Waddell called the public session to order at 6:00 p.m.

3. New Business

a. Announce action, if any, taken in nonpublic session

None.

b. 2022 Budget - Chief Cloutier, Fire/EMS & Jeff Stewart, Parks & Recreation

Jeff Stewart distributed the proposed budget to the Board. He went over the changes made to the budget. A few of the items he discussed were:

- Column B1 added to reflect the proposal to bring part-timer up to 34 hours a week without the health insurance portion.
- Under Rows 1A and 1B, numbers are zeroed out for the Park Program Coordinator and Park Program associated Medicare/Social Security Numbers.
- Row 2 reflects a \$2,562 increase.

Discussion was had regarding what role the Parks & Rec Department will play during the 4th of July events. Further discussion was had regarding the formation of different positions and what impact that would have on future budgets, as well as what these personnel can add in terms of services and/or programs, and whether or not they are desired by the residents.

Chief Philip Cloutier distributed the updated budget presentation for nigh coverage to the Board. He went over the changes made to the presentation. A few of the items he discussed were:

- Health insurance and benefits have a projected increase.
- Projected Revenue: \$371,847 on \$536,732 proposed budget
- Row 2 reflects a \$2,562 increase.

Discussion was had regarding upcoming projects and what time would need to be expended on each one. Further discussion was had regarding the impact of COVID on the personnel.

The following questions were posed to the Chief:

Q. We have an expense of \$122,744, what does that expense include?

A. That is the three new employees from April 1st to end of the year.

Q. What does the revenue \$166,847 represent?

A. That is the income from the EMS contracts, the coverage contracts, and the increase in transfers based on projected number that we could staff with the Night Shift.

Q. Is the \$166,847 above-and-beyond current revenue or total revenue?

A. It's not above-and-beyond, just the transfer revenue is above-and-beyond the current revenue.

Q. The projected revenue is going to cover the costs?

A. If you figure in the contracts and the increase in transfers, it will cover the costs.

Q. Do you have plans to try and get a second Paramedic certified?

A. It's finding the right person. It's an 18-month program.

Q. How come, as of December 31st, we've only used \$359,654 of a \$442,000 budget?

A. I think a lot of that was part-time staffing.

Discussion was had on how to revamp the budget spreadsheet. Further discussion was had regarding what items could be cut from the expenditures, and the importance of providing public safety.

Chief Cloutier spoke about the CODE-RED message that was sent out last Friday regarding COVID.

4. Non-Public Session

Nonpublic Session under RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.

MOTION: Selectman White moved to enter nonpublic session. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

The motion carried. (3-0-0).

5. Public Session Call to Order - 7:10 p.m.

Chairperson Waddell called the public session to order and announced no action was taken in nonpublic session.

6. Old Business/Updates, if any

Noise Ordinance Revision - Board reviewed the revisions and provided feedback. Chairperson Waddell provided background regarding the Ordinance. He read it out loud for the record:

"With regard to commercial restaurants' semiannual cleaning of kitchen exhausts, which is required by law by the State of New Hampshire as routine maintenance and which protects the restaurant and the general public from fire hazards, the restaurant owners shall notify the Gorham Police Department at (603) 466-2334 at least 24 hours prior to the start of any such cleaning. As a courtesy, it is recommend the restaurant owner also notify their neighbors in advance of said maintenance."

MOTION: Selectman White moved to accept the revised Noise Ordinance. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

The motion carried. (3-0-0).

7. Public Comment: Those in attendance will have the opportunity for public comment of two (2) minute or less.

Edith Tucker reiterated when the budget meetings are to take place.

8. Other Business

- a. Approve Minutes of December 13, 2021 (regular), December 27, 2021 (regular & nonpublic), and January 5, 2022 (regular and nonpublic)**

MOTION: Selectman LeBlanc moved to approve the December 27, 2021, nonpublic meeting and January 5, 2022, nonpublic meeting minutes. It was seconded by Selectman White.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

The motion carried. (3-0-0).

- b. Abatelements, if any**

None.

- c. Town Manager's Report**

- Certificate of Appointment - Cindy Cole, Deputy Town Clerk**

MOTION: Selectman LeBlanc moved to certify Cindy Cole as the Gorham Deputy Town Clerk. It was seconded by Selectman White.

Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye

The motion carried. (3-0-0).

- **STR Public Hearing - January 24, 2022**

Denise Vallee announced that the public hearing has been scheduled at 6:00 p.m., and that the notice has gone to the newspaper and been posted on the Town's website. She added the proposed regulations are posted on the Town website and hardcopies are available at Town Hall in the Town Manager's Office, the Town Clerk's Office, and the Assessor's Office.

- **Budget Committee Meetings - Moved to FRC Community Room (Zoom Room)**

Ms. Vallee stated that most, if not all, will be on Zoom.

- **Fire Mutual Aid Agreement for North Country Fire Mutual Aid District**

MOTION: Selectman White moved to approve the Fire Mutual Aid Contract for 2022 for Northern Communities. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye

The motion carried. (3-0-0).

- **DRA EQ Rate Form**

MOTION: Selectman LeBlanc moved to accept the DRA Official Equalization Numbers. It was seconded by Selectman White.

Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye

- **CDBG Question**

Ms. Vallee indicated that she had mentioned this topic to the Board earlier today, and that she is awaiting an email from them. She noted that the owner of the Welsh's Restaurant building has asked if there's a possibility for the town to do a CDBG grant to go along with their project, however, she has not been provided an amount for the grant itself. She went into the details of what the grant would require. She added that a public hearing would have to be held to discuss the grant by the end of January 2022. Discussion was had regarding any costs to the town with regards to the project.

Chairperson Waddell indicated that Ms. Vallee could notice the public hearing, as long as the owners of the Welsh Restaurant building are the ones who are paying for the construction, and they are provided with more details of project.

d. Other

- **Website**

Selectman White reiterated that the website is drastically in need of updating on just basic information.

9. Adjournment

MOTION: Selectman LeBlanc moved to adjourn at 7:28 p.m. It was seconded by Selectman White.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

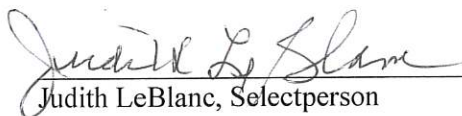
The motion carried. (3-0-0).

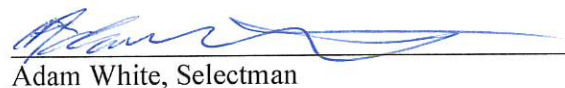
Respectfully Submitted,

Victoria O'Connor, Recording Secretary
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Approved by the Board of Selectmen on February 14, 2022:


Michael Waddell, Chairman


Judith LeBlanc, Selectperson


Adam White, Selectman