

Town of Gorham New Hampshire

PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN **Gorham Town Hall Public Meeting Room 2nd Floor** **Monday, November 22, 2021** **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 Adam Marsh, Chief of Police.

OTHERS PRESENT: Edith Tucker, Reporter, Berlin Sun

OTHERS PRESENT VIRTUALLY: Michelle Lutz; Tara Bamford; John Scarinza, Building Inspector.

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 6:05 p.m.

3. New Business

a. Announce Action, if Any Taken in Non-Public Session

None.

b. Short Term Rentals - Continued Discussion of Consultant Recommendations

Chairperson Waddell provided a brief overview of the conversation from the last meeting and spoke about the Zoning Permit Application. Discussion was had regarding the implementation of the Zoning Permit Application. Chairperson Waddell brought up the issue of fees and inquired whether residents are being double-charged as per the current fee schedule on the Zoning Permit.

MOTION: Selectman LeBlanc moved to remove the fee on the Town of Gorham Zoning Permit Application and bring it to \$0. It was seconded by Selectman White.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

Discussion was had regarding the potential amendments that may take place on the Zoning Application.

Tara went over the packet regarding short-term rentals that she distributed to the Board. Discussion was had regarding suggested amendments in each section. Further discussion was had regarding the proposed fee/fine schedule, as well as the issue of self-certification. In-depth conversation was had regarding enforcement of the short-term rental rules, including who would be involved in the revocation process.

Chairperson Waddell requested that the discussed amendments be made and that the Board review it at their next meeting, December 13, 2021. Selectman White requested to receive the amended packet a few days prior to the next meeting, so they can review it beforehand.

Chairperson Waddell went over the chart that was provided which listed 34 short-term rentals in Gorham. Discussion was had regarding the different units included on the list.

c. Review of Assessing Department and Planning & Zoning Website Page

Chairperson Waddell tabled this matter to the next meeting.

d. Personnel Policy

MOTION: Selectman White moved to accept the Personnel Policy, as it is written. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

e. Cardboard Collection - Nonprofit Request

Ms. Vallee stated that the physical therapy clinic for AVH would like to occasionally bring cardboard boxes down to Public Works garage, and that they are willing to pay a small fee to do that. She mentioned that there are no current guidelines for such a request. Discussion was had regarding the request and how it impacts budgets down at Public Works. The Board concurred that they are fine with the request for any taxpaying resident and/or business.

f. Budget Review Schedule

Chairperson Waddell indicated to Chief Adam Marsh that as part of the budget process, the Board will be reviewing the Police Department's website.

Chief Philip Cloutier went over different grants and budgeting items they are currently working on.

Denise Vallee proposed that the budget reviews be done on December 6, December 13, and December 27. Discussion was had regarding availability of the Selectmen and the Chiefs, as well as who's going to be at the meetings.

4. Old Business/Updates

a. COVID-19 - Mask Mandate Policy

Chairperson Waddell mentioned that this expires tonight. Discussion was had regarding allowing the Mandate to expire, including whether or not people are adhering to the Mandate and how much of the

region is currently impacted by COVID, but still posting signs requesting that people wear masks when entering Town buildings.

5. **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.

6. **Other Business**

a. **Approve Minutes of November 8, 2021 (Regular & Nonpublic Meeting)**

MOTION: Selectman White moved to approve the Minutes of November 8, 2021, regular meeting and nonpublic meeting, as presented. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

b. **Abatements, if needed**

None.

c. **Town Manager's Report**

- **Libby Recreation Complex Ice Rink Donation Update**

Ms. Vallee stated it has not gotten paved yet due to weather conditions, but the grass is dug out and the gravel has been put in. She added that the paving company did go in today to compact all the gravel and make it really smooth. Discussion was had as to when the paving is to be completed and whether the ice rink will still be accessible prior to paving.

- **Cell Coverage Mapping, LLC: Dead Zone Reporting for Communications Study**

Ms. Vallee discussed a conference that she attended with Kathleen Frenette the week prior that included a company called Cell Coverage Mapping. She went over what they would be able to provide to the Town, free of charge, in terms of mapping cell coverage dead spots.

- Ms. Vallee provided a De-Obligation and Closeout Request Form for the Community Forest Grant to Chairperson Waddell to sign.

- Ms. Vallee indicated that she met this afternoon with Paula Belmore of LCHIP and Sandy Cassel from DES to review what would be needed for an Annual Report for the Town Forest, as part of the Grant requirements. She went over what the plans were for this year's Annual Report.

d. **Other**

- Selectman White requested a plan of what the bike lanes are supposed to be, prior to them occurring. Discussion was had regarding the grant and any maps available, including the need for public hearings to allow the residents to voice their opinions on the proposed bike lanes.

- Selectman White brought up the need for the Board to request the school to provide Crossing Guards and the rationale behind it. Chairperson Waddell suggested that this be discussed with the Police Chief at the next meeting.
- Selectman White inquired as to whether the Web Developers have been contacted regarding the issues they have been having on the Town Website, and what progress has been made. Ms. Vallee informed Selectman White that a list of items to be fixed was being compiled and that the updates/changes will be worked on.
- Selectman White requested an update regarding the Family Resource Center purchasing the building that was discussed at a prior meeting. Ms. Vallee responded that there has not been a subsequent meeting to discuss it.

7. Adjournment

MOTION: Selectman LeBlanc moved to adjourn at 7:54 p.m. It was seconded by Selectman White.

Selectman LeBlanc: Aye

Selectman White: Aye

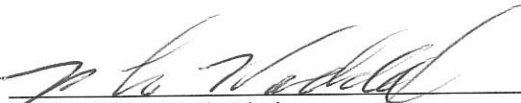
Chairperson Waddell: Aye

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


Respectfully Submitted,

Victoria O'Connor, Recording Secretary
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Minutes approved on December 13, 2021 by:


Michael Waddell, Chairman


Judith LeBlanc, Selectperson


Adam White, Selectman