

Town of Gorham New Hampshire



MEETING OF THE GORHAM BOARD OF SELECTMEN Gorham Town Hall Public Meeting Room 2nd Floor Monday, January 13, 2020 5:00 p.m.

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

STAFF MEMBERS PRESENT: Denise Vallee, Town Manager; and Kathleen Frenette, Finance Director.

OTHERS PRESENT: Kevin Low, SNS; Edith Tucker, Reporter, Berlin Sun; Paul Robitaille, Planning Board Chairman; Roger Goulet, Water and Sewer Commissioner; Lee Carroll, Water and Sewer Commissioner; Jeff Tennis, Water and Sewer Superintendent; Ted Miller, Water and Sewer Commissioner; Glenn Eastman, Town Forest Committee; Austin Sansoucy, Contract Assessor, Lancaster; George Sansoucy, Contract Assessor, Lancaster (via telephone)

OTHERS ABSENT: Steve Malespini, Town Forest Committee Member

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; (b) The hiring of any person as a public employee; and (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.*

2. Public Session Call to Order - 5:30 p.m.

Chairperson Waddell called the public session to order at 5:29 p.m. A roll call was taken to introduce the participants in the room to the new Recording Secretary.

3. New Business

a. **Announce any action taken in Non-Public Session**

No action taken to report.

b. **Secured Network Services, IT Presentation**

Kevin Low made a presentation to the Selectmen. He discussed the current equipment in place at the Town, the status of computing technology at the present time, and his recommendations to improving the Town's equipment. The recommendations were as follows:

1. **Firewall - 3367 - Support Contract with Security Updates from Vendor**
2. **Desktops - Option 3 - Replace All Computers**
3. **Antivirus Software - \$2/machine/month**
4. **Microsoft 365 Email - \$4/user/month**
5. **Purchase 1 New Physical Server and Consolidate 4 Existing Servers**
6. **Backup Solution**
7. **Purchase vs. Lease**

Selectmen posed the following questions:

- Q. Some of the proposal consists of purchases, and some consists of services?
- A. Correct.
- Q. What is the bottom line?
- A. The bold numbers are the total capital investment, which includes a combination of one-time hardware purchases and one-time labor services to implement the technology.
- Q. What is the protection from ransomware?
- A. The backups address ransomware the best, as you would be able to recover information that was locked. The firewall and antivirus also assist in protecting from ransomware.
- Q. The lease option includes the capital purchases?
- A. Yes.
- Q. Is it a lease-to-purchase?
- A. Yes, at the end of 60 months, it's \$1 to purchase it.
- Q. How are the non-bold items under number 1 covered?
- A. Those items total up to the bold figure.
- Q. Are you remotely monitoring the system?
- A. Yes, that's part of our service plan.
- Q. Is all support covered under the monthly fee?
- A. Most support is covered under the monthly fee, unless an extraordinary circumstance occurs that is more labor-intensive, i.e. recovering after malware attack.
- Q. Are there any hidden fees?
- A. No.
- Q. Recommendations 1-6 are necessary and 7 and 8 are contingency plans?
- A. Correct.
- Q. Does it include licensing for each staff member utilizing the said computers?
- A. Yes.

Edith Tucker asked how many people would be using the equipment, in order to accurately calculate the costs. Mr. Low responded that his understanding was the staff was at 39.

The Selectmen requested more clarity on the proposal. They indicated they would like Denise Vallee to come before the Board at a future meeting with a more detailed proposal on both the hardware and support issues, outlining which options are being selected for the Town to undertake. They noted their goal would be to act on it by their next meeting.

c. Water & Sewer Commission & Town Forest Committee - Joint Meeting - 6:00 p.m.

Chairperson Waddell inquired as to the email he had sent out prior to the meeting. He summarized what was contained in the email, which included the Tax Bill from the Town of Randolph and timing of watershed harvesting. He noted that the 2018 Report of Austin Sansoucy was attached to the email.

Chairperson Waddell went on to indicate the steps that are being taken with regard to the Tax Bill and recruitment of George and Austin Sansoucy, in terms of appealing the 2018 Tax Bill, as well as the 2019

Tax Bill, and drilling down on what the land is actually worth. He explained the rationale for these actions, referring to the State Law regarding watershed land and current use valuation eligibility.

Austin Sansoucy, after introducing himself, presented his conclusions to the Selectmen and others in attendance at the meeting. Chairperson Waddell added further remarks on the report provided, including some historical background on this property. He outlined issues regarding notice and hearings regarding the revaluation process. Discussion was had amongst the group regarding the Tax Bill and the Report provided by Austin Sansoucy.

Chairperson Waddell concluded that the Board of Selectmen would like to hang onto the legal side of the issue. He suggested that Water and Sewer Commission puts the approximate \$36,000 figure onto their budget, and that the Board of Selectmen would then fight that figure on their own budget.

Lee Carroll responded that that would not be the appropriate action, since the town forest had been turned over to the Town and therefore the taxes would be paid by the logging revenue. He indicated that a Warrant Article would be more appropriate. Discussion was had regarding tax rate requirements, as well as the implications of the Warrant Article, in terms of increase in water rates.

Paul Robitaille spoke about his experience regarding this issue, and suggested it would behoove the Town to contact the Legislators of the State in order to find a solution to this.

George Sansoucy chimed in regarding his involvement on HB-700, and his perception on the bill. He went on to suggest that the Town should convert the Gorham Water District into a company, wholly owned by the Town of Gorham, which would enable HB-700 to be fully utilized. He noted that the Town should keep that option in mind during negotiations with the Town of Randolph. Chairperson Waddell concluded that this option will be researched and discussed in non-public session, alongside the Water and Sewer Commission and Legal Counsel.

Discussion was had regarding the option of paying the current use rate to Town of Randolph and putting the ball in their court, in terms of legal remedies. Topics included the fact that the Town of Randolph is not issuing a Tax Bill, but rather a letter for payment in lieu of taxes, and how that can be litigated.

Chairperson Waddell indicated that he and Selectman LeBlanc will be going to a Court-ordered mediation at the Town of Randolph Town Hall, on January 29, 2020, at 5:00 p.m., with the Town of Randolph, and invited Selectman White to appear. He requested authorization to settle, if the discussion results in an option to do so.

Further discussion was held regarding what should be presented to the taxpayers during Town Meeting.

d. Police Department Citations

Denise Vallee explained the request of the Police Department for the Board of Selectmen to create a vehicle in which they could enforce nuisance activities. She previously distributed a proposed citation that the City of Berlin currently utilizes for the Selectmen to review. Chairperson Waddell suggested that Adam create a version for the Town of Gorham for the Selectmen to review, as well as a corresponding Policy for such a citation, including a fee schedule; and accept as a body and incorporate them into the Town's Code.

e. Transfer Station Stickers/Policy

Ms. Vallee informed the Selectmen that she received a quote from Seventh Street Graphics for the stickers. She indicated the quantity, value, size, and description of what could be purchased. Discussion was held whether these stickers would expire, what would be a reasonable quantity to acquire, as well as what the fee would be for those who would like to possess a transfer station sticker. The Selectmen also

spoke about charging for different items to be processed at the transfer station. They suggested holding a public hearing to gather the public's input on all these topics.

4. Old Business/Updates

a. Solar Project

Ms. Vallee explained they had a presentation last Wednesday morning from Clean Energy New Hampshire, which can be viewed on the Town's website. She indicated that they are currently waiting for the structural assessment to come back on the Public Works garage to assure that the roof will be able to carry the additional weight of the panels.

b. Phone/Internet Update

Ms. Vallee noted the equipment is installed, however John Dutka at Consolidated had a really full schedule. She informed the Selectmen that she and Kathleen Frenette will be participating in a webinar on January 31, 2020. She went on to state that between February 3, 2020 through February 6, 2020, she anticipated the phones being connected and training being conducted.

5. Public Comment: In consideration for all, please limit comments to two (2) minutes.

The topic of engine brakes was brought up, with the suggestion that driver education would be paramount to addressing this issue.

6. Other Business:

a. Town Manager's Report

- **Easter Seal Ride-In**

Ms. Vallee stated she met a couple days ago with Nelly and Chris Gamache. She indicated this would be held the last weekend of January going into February. She described the events that would take place, noting that they would be similar to last year. Discussion was held regarding snowfall impacting the event.

- **OHRV Legislation - HB683**

Ms. Vallee informed the Selectmen that this was tabled. Discussion was held on how to proceed with this Bill.

- **Other**

Ms. Vallee reminded the Selectmen that there will be a public hearing regarding the language of the parcel purchase.

Ms. Vallee indicated that she's received a request from the New Hampshire Bureau of Trails for which DOT will be provided a plan of a lane diet in a 30mph zone north of the traffic light that leads up past the trestle.

Ms. Vallee noted there was an internal audit and explained the outcome that was to address the issues identified in the audit going forward.

Ms. Vallee stated that she distributed to both the Selectmen and the Budget Committee comparisons of phone and internet costs for 2019 and 2020. She described the findings in the comparisons.

b. Approve Minutes of December 30, 2019 (Regular & Non-Public)

MOTION: Selectman LeBlanc moved to accept the Minutes of the December 30, 2019 Non-Public and Regular Meetings. It was seconded by Selectman White. The motion carried. (3-0-0).

7. Adjournment

MOTION: Chairperson Waddell moved to close the Public Session, and to enter into 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.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

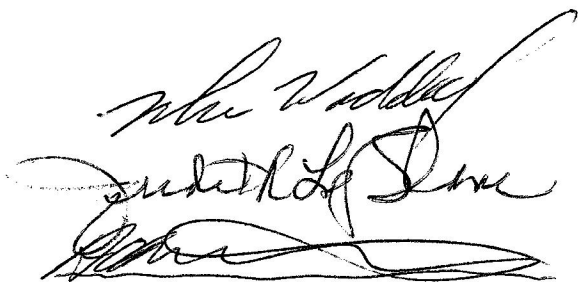
The motion carried. (3-0-0).

The Board of Selectmen entered Non-Public Session at 8:00 p.m.

Respectfully Submitted,

Victoria O'Connor, Recording Secretary
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Approved:



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