

Town of Gorham New Hampshire



MEETING OF THE GORHAM BOARD OF SELECTMEN

~~Gorham Town Hall Public Meeting Room 2nd Floor~~

Monday, February 24, 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: Edith Tucker, Reporter, Berlin Sun; Heather Porter, Director of Sales Operations, Secure Network Services; Adam Marsh, Chief of Police; and Davis Guyer, Officer.

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; 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 - 6:00 p.m.

Chairperson Waddell called the public session to order at 6:04 p.m.

3. New Business

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

1. Signed an agreement with Central Rivers Power as the owner of the hydro behind Public Works that ends in 2022.
2. Denise Vallee made contact with the Select Board in Randolph, and the Co-Chair assured her they would sign the PILoT Agreement. Both Select Boards have agreed not to release the details of the Agreement until it has been executed.

b. **Introduction of New Police Officer**

Chief Adam Marsh introduced Officer Davis Guyer to the Board, and gave a bit of background regarding his education, training, and experience.

c. Appointment: Secured Network Services

Heather Porter from Secured Network Services (SNS) introduced herself to the Board. She provided a general background of her job duties and responsibilities, as well as information regarding SNS. She made a few recommendations regarding software updates, as well as what SNS would do to assist the Town, in terms of their computer-related issues.

Chairperson Waddell discussed Item 6, which would budget \$1,350/month to pay for SNS' services. He requested capital recommendations from Ms. Vallee. Ms. Vallee responded that this is not imputed into the 2020 budget, and explained the reasons for that. She went on to state that they anticipate including this in the budget, starting in 2021.

Chairperson Waddell indicated that this topic would be discussed at Town Meeting, on March 10, 2020, and voted on.

d. Randolph EMS Contract

Ms. Vallee distributed the Contract to the Board, which they signed. She gave a brief overview of what the Contract entails.

e. Dog Walk-a-thon Request

Ms. Vallee indicated that she received a call from Kyle Newton requesting a Dog Walk-a-thon on May 17th, 2020 to benefit the Gorham Veterinary Clinic. She noted that this would be adverse to the "No animals on the Common" Policy, which the Selectmen would have to waive for the event to take place. She stated that an exception to the waiver should be the playground.

She indicated that she had discussed cleanup provisions. Chairperson Waddell pointed out that it would be best if the cleanup happened directly after the event, on the same day.

Selectman LeBlanc requested clarification, as to whether it was benefiting the Gorham Veterinary Clinic or the Humane Society. Ms. Vallee responded that she was just told it was the "clinic", and that she would follow up with Mr. Newton.

Selectman LeBlanc expressed her concerns regarding the event benefiting a private business, versus a nonprofit enterprise. Ms. Vallee noted that Mr. Newton has yet to submit an Application, which would provide detailed information about the event.

f. Letter to NH Department of Transportation and NH Trails Bureau

Chairperson Waddell indicated that the only matter on the table is the letter to the NH Department of Transportation (DOT). Ms. Vallee had previously submitted that to the Board, and indicated that, if approved, she will sign it and send it off tomorrow morning. After quick discussion, the Board approved the letter.

Edith Tucker inquired regarding the second letter. Chairperson Waddell clarified that the Board is going to review the letter to the NH Trails Bureau, in order to supplement the information within the letter. Discussion was had regarding the letter and its surrounding circumstances.

4. Old Business/Updates

a. **Water & Sewer Dept. Competitive Wage Adjustment**

Chairperson Waddell discussed the Budget Committee meeting that the Selectmen attended, wherein some concerns were raised. He inquired to the other Selectmen if either of them were comfortable with the \$21,000 increase to the Water & Sewer budget. Discussion was had amongst the Board regarding their takeaways from the presentation.

Ms. Vallee inquired Selectman LeBlanc whether she was requested by the Budget Committee to perform wage and benefit surveys, in order to provide justification for the increases. She answered that the Selectmen had asked her to perform the analysis.

MOTION: Selectman White moved to approve Selectman LeBlanc to perform the wage and benefit package survey. It was seconded by Chairperson Waddell. The motion carried. (3-0-0).

Chairperson Waddell specified that the survey should be restricted to Coos County. Selectman LeBlanc rebutted that the previous survey included towns in close proximity, but not necessarily in Coos County, and that it would be appropriate to do the same thing again this time, to which the other Selectmen agreed.

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

None.

6. Other Business:

a. **Town Manager's Report**

Ms. Vallee discussed the Easter Seals Ride-In event. She also reported that the 2020 Proposed Budget was finalized, which resulted in an increase of \$12,616. She spoke about the status of the phones and internet installation. She touched upon the solar project, and her meeting with Go Solar. She provided a brief overview regarding the recent Economic Development Meeting.

Ms. Vallee informed the Board that Appalachian Trail Conservancy granted the Town trail town status, and as a result, there will be a dedication celebration held on Friday, March 27th, 2020, at 6:00 p.m. She noted the Town Report was submitted on February 18th, 2020, which will be ready for distribution on March 3rd, 2020.

b. **Approve Minutes of February 10, 2020 (Regular & Non-Public)**

Chairperson Waddell indicated that the Regular Minutes were going to be tabled, as they needed to be amended.

MOTION: Selectman White moved to accept the Minutes of the February 10, 2020 Non-Public Meetings, as amended. It was seconded by Selectman LeBlanc. The motion carried. (3-0-0).

c. **Other**

Selectman White inquired as to why the fax machine was still inoperable at the Fire Department. Ms. Vallee responded that there is an issue with the alarm line that may be causing the disruption.

7. Adjournment

MOTION: Selectman LeBlanc moved to adjourn the meeting at 7:00 p.m. It was seconded by Selectman White. The motion carried. (3-0-0).

Respectfully Submitted,

Victoria O'Connor, Recording Secretary
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Minutes Approved on March 9, 2020:


Michael L. Waddell


Judith LeBlanc


Adam White