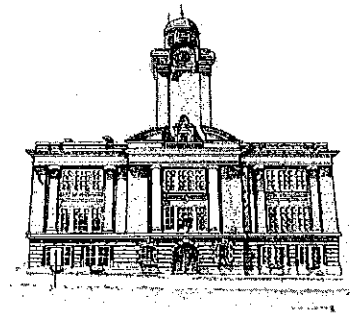


Town of Gorham New Hampshire



VIRTUAL MEETING OF THE GORHAM BOARD OF SELECTMEN Gorham Town Hall Public Meeting Room 2nd Floor Wednesday, August 19, 2020 5:00 p.m.

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

STAFF MEMBERS PRESENT: Denise Vallee, Town Manager; and Jeffrey Stewart, Director, Parks & Recreation Department

OTHERS PRESENT: Edith Tucker, Reporter, Berlin Sun; Sally Manikian, Conservation Fund; and Claire Polfus, Project Director, Center for Community GIS (telephonically)

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 6:00 p.m.

3. New Business

a. Announce any action taken in Non-Public Session

None.

b. Androscoggin Valley Corridor Project - Forest Legacy Funding

Sally Manikian congratulated the Selectmen on the acquisition of the Tinker Brook Parcel to expand the Gorham Town Forest. She spoke about the Androscoggin Valley Corridor Project, indicating that they are seeking a letter of support from the Town for the Forest Legacy Application. She gave background regarding the Forest Legacy Program.

Chairperson Waddell noted that the shooting range and the oil pipeline will not be adversely affected by this project. Edith Tucker inquired as to what pipeline Chairperson Waddell was referencing.

Chairperson Waddell responded that it's the Portland Oil pipeline, and pointed out that the gas transmission line also runs through this land. He acknowledged that the language in the letter of support is very similar to that contained within the town forest land acquisition letter.

MOTION: Selectman White moved to approve the Board of Selectmen signing the letter of support for the New Hampshire Forestry Legacy Application. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

Denise Vallee pointed out that this would protect a lot of land that's around the areas that are tied into the trail system. The letter was signed.

c. EPA / Trails Planning

Ms. Manikian referenced the EPA Technical Assistance Grant, titled the Recreational Assistance for Rural Communities Grant. She discussed the need for a master trails map that would highlight investment opportunities for recreational growth, and the opportunity that has arisen to collaborate with Center for Community GIS to accomplish that goal, which would be fully funded and tied into the EPA Grant.

Claire Polfus provided background regarding the Center for Community GIS, as well as the proposed final project, including multiple kinds of maps, with the possibility of tying amenities into it. Ms. Vallee shared her thoughts regarding the proposition.

d. Libby Recreation Complex - LED Light Upgrade

Jeffrey Stewart indicated that there are 8 field lights that are not functioning at the Libby Recreation Complex, which has been causing difficulties for the teams who play sports at night. He noted that he analyzed the difference between replacing the 8 lights with the same bulbs or replacing the entire light system with LEDs, for which he provided a spreadsheet to the Board. He went over what the spreadsheet illustrates. Discussion was had regarding the benefits of the LED lights, as well as where the funding would come from to perform the upgrade.

Chairperson Waddell noted that on the spreadsheet provided, Ray's Electric appears to be the lowest cost option, with a range of between \$8100 to \$8800.

MOTION: Selectman White moved to award Ray's Electric with the bid in the amount up to \$8,827.60 to replace all the field lights in the Libby Recreation Complex with LED bulbs. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

Mr. Stewart added that he will be pulling a portion of the funds from the Rec Access Fee from the schools, as they utilize the field, as well as from their revenue, since Parks & Rec uses the field also.

Ms. Tucker inquired of Mr. Stewart as to how many fields were to be upgraded with new lighting.

Mr. Stewart responded that it's one baseball/softball field, that encompasses all 32 lights. Ms. Tucker and Mr. Stewart had discussion regarding further parameters of the complex.

e. Alcohol Use Policy

Ms. Vallee indicated that the suggested policy is primarily for vendors to come in who will be required to use only trained servers certified by the NH Liquor Commission, where they would carry their own insurance, and they would do the serving. She added that this covers the Common, Libby's, Town Hall, and the Rec Department, anywhere where there would be a public event where there will be food and beverages served. Discussion was had regarding the policy. The decision was tabled until the next meeting to allow all Selectmen to have time to review the policy documents.

f. Use of Recreation Facilities Form

Mr. Stewart indicated this Public Event Permit flows from the verbiage in the Ordinance, and it lays out step-by-step the requirements of each public event. He noted that once he receives a completed permit request, he would submit it to the Police Chief to give his say on it, and then subsequently to the Board of Selectmen to provide the final decision. Discussion was had regarding the types of events this would be required for.

MOTION: Selectman LeBlanc moved to accept the Use of Recreation Facilities Form, as presented. It was seconded by Selectman White.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

Mr. Stewart presented the Field/Facility Use Package Checklist. Discussion was had regarding the packet that accompanied the checklist that was provided to the Board, including insurance requirements. Chairperson Waddell requested clarification from Primex regarding the insurance provision, and indicated that, should the language change in the provision after review, that Mr. Stewart should present the revision to the Board for final approval.

Mr. Stewart discussed his Bus Use Policy, including the COVID provision.

g. Solar Project - RFQ Results/Bid Award

Ms. Vallee discussed the RFQ process and what the project entailed, and that it assisted in moving onto the RFP process. She indicated that the Energy Committee had a meeting yesterday and has made a recommendation to award the RFQ for the solar project to ReVision Energy, and she outlined the reasons why. She added that the Town would pay \$500 and the School would pay \$500, and that the work would take place the second week of September. Discussion was had regarding previous solar studies performed.

MOTION: Selectman LeBlanc moved to award ReVision Energy with the solar project at a cost of \$1,000. It was seconded by Selectman White.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

h. Selection for Boston Post Cane - Orphise Grondin

Ms. Vallee indicated that Carol has done research and the oldest resident of Gorham is Orphise Grondin, who is 98 years old, born on 04/22/1922, and lives independently.

MOTION: Selectman White moved to make the marker on the Boston Post Cane in recognition of Orphise Grondin, as well as awarding the cane to her. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

4. Old Business/Updates

a. Citations for Police Dept.

Chairperson Waddell indicated that the Chief has provided the Board with the Memo and the Proof of the new citations, which would make the policy more user-friendly. Ms. Vallee provided background regarding the current citation situation, and what benefits this new policy would provide to the Department. She added that this would also provide the Town with revenue, as all fines would go to the Town.

MOTION: Selectman White moved to approve the Ordinance Booklet for the Police Department. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

b. OHRV Parking Update

Ms. Vallee pointed out that the parking area has not been opened as the ramp has not been built yet. She noted that she heard from Chris Gamache that Dig Safe was onsite on Monday and that tomorrow they plan on starting construction on the ramp, with completion anticipated at the end of the following week, with the new parking area open on Saturday the 29th.

c. MOU - Medallion Opera House

Ms. Vallee reminded the Board that this was discussed at a previous meeting and that she just had to amend the MOU to reflect all of the Board's signatures. The Board signed the document.

d. 2021-2024 EMS Contract - Coos County

The Board signed the document. Ms. Tucker inquired whether this contract covers the unincorporated areas, to which the Board affirmed it did with regards to EMS.

e. 2021-2025 EMS Contract - Town of Randolph

Ms. Vallee noted that the dates had to be amended, so it has to be resigned. The Board signed the document.

Chairperson Waddell inquired whether there will be an agreement from Shelburne coming down the pike. Ms. Vallee responded that that will be addressed later.

- 5. Public Comment:** There will be a 5-minute recess so that Public Comments can be sent in via email to townmgr@gorhamnh.org or by dialing in. Any comments received will be read. Telephonic comments should be limited to 2 minutes or less, and everyone should identify themselves.

Ms. Tucker saw the preliminary list of Northern Border Grants, which did not include any in Coos County as a recipient.

6. Other Business

a. Town Manager's Report

- Ms. Vallee said the Town received the \$22,000 reimbursement from FEMA.
- Ms. Vallee discussed the status of the Stony Brook Road Reconstruction Project funds (\$246,565.84), which should be received in the account within 2 weeks
- Ms. Vallee indicated that the Great American Act was approved.
- Ms. Vallee announced that the Town was awarded an Assistance to Firefighters Grant (\$134,619.05) for SCBAs. She indicated the Town's match is 5% (\$6,730.95).
- Ms. Vallee noted the Town Forest Expansion Project's closing was on July 30th, 2020, with the Deeds being recorded on July 31st, 2020 at the registry. She added that the project was accomplished solely with grant funds. Chairperson Waddell pointed out that the Town received approximately \$30,000 to be added to their forest fund.
- Ms. Vallee spoke about the Recreation Economy for Rural Communities Grant virtual workshop.
- Ms. Vallee discussed the Appalachian Trails Community Celebration, which will be held virtually in October. She said she would have the actual date picked by the next meeting.
- Ms. Vallee briefly touched on the Northern Borders Grant process and results, as well as what the grant could have been applied to had they been awarded it.

Ms. Tucker requested of Ms. Vallee to do a writeup regarding the repairs to the sidewalks along Route 2, as well as other places that may have been repaired that Ms. Tucker has not had an opportunity to view.

b. Approve Minutes of July 27, 2020 (Regular and Non-Public Hearing)

MOTION: Selectman White moved to accept the Minutes of the July 27, 2020 Regular and Non-Public Hearing. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

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

c. Other

Discussion was had as to the signage at the Transfer Station, as well as the sticker inspection process.

7. Non-Public Session

MOTION: Selectman LeBlanc moved to go back into non-public session, under RSA 91-A:3, II (d) and (e). It was seconded by Selectman White.

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

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

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.*

RETURN TO PUBLIC SESSION:

MOTION: Selectperson LeBlanc moved to pay \$2,000 to Gilucci Properties, LLC for rental shortfall. It was seconded by Selectman White.

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

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

MOTION: At 8:15 pm, Selectperson LeBlanc moved to adjourn the meeting. It was seconded by Selectman White.

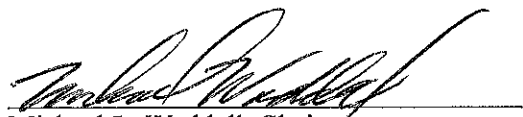
Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye

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

Respectfully Submitted,

Victoria O'Connor, Recording Secretary
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www.oconnorlmmms.com
(603) 865-1255

Approved on August 31, 2020 by:


Michael L. Waddell, Chairman


Judith LeBlanc, Selectperson



Adam White, Selectman