

# Town of Gorham New Hampshire

**PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN**  
**Gorham Town Hall Public Meeting Room 2nd Floor**  
**Monday, June 27, 2022**  
**4:30 p.m.**

**SELECTMEN PRESENT:** Michael Waddell; Judy LeBlanc; and Yves Zornio.

**STAFF MEMBERS PRESENT:** Denise Vallee, Town Manager; and Michelle Lutz, Assessing Clerk

**OTHERS PRESENT:** Katie Kenison, Resident

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## **1. Non-Public Session - 4:30 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; (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; and (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

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

Chairperson Waddell called the meeting to order at 5:36 p.m.

## **3. New Business**

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

**MOTION:** Vice-Chair LeBlanc moved to seal the Minutes from the nonpublic session until the action is complete. It was seconded by Selectman Zornio.

**Vice-Chair LeBlanc:** Aye

**Selectman Zornio:** Aye

**Chairperson Waddell:** Aye

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

### **b. HEB Contract for Evergreen/Hemlock/Clay Brook Road**

Chairperson Waddell discussed the two issues with the HEB process, with the first being insufficient funds to complete all projects. He explained that the bidding process, construction documents and

possible wetland process of a section of Clay Brook Road, all of Hemlock and Evergreen Roads revealed the cost of the improvements and work to be \$1,800,000.00 to complete. He confirmed that the Town only had \$800,000.00 on-hand, leaving a million-dollar gap.

Chairperson Waddell stated that the second issue was finding someone to do the work. The Board instructed Mr. Eric Grenier to create a proposal from HEB on a construction start date on all three roads for next year.

Denise Vallee asked Chairperson Waddell how much the permits would cost. Chairperson Waddell stated \$53,675.00. He requested that Ms. Vallee check the wording of the procurement policy to determine feasibility so that they could proceed with the plans. He also asked Ms. Vallee to reach out to HEB on how much a rough estimate would be on the oversight of the Cascade Flats and Marion's Way paving projects. He added that the Board should table this to the next meeting.

**c. Grant Agreement - NH Dept of Safety for Body Worn Cameras & Dashboard Cameras**

Ms. Vallee informed the Board that the due date for the purchase of the Body and Dashboard Cameras is June 30, 2025, to come up with the full match amount of \$52,000.00. She continued that the town only has half the money needed to cover this expense. All Members participated in a discussion of how to acquire the extra money needed.

**MOTION: Selectman Zornio moved to approve the Grant Agreement - NH Department of Safety for Body Worn Cameras and Dashboard Cameras. It was seconded by Vice-Chair LeBlanc.**

**Vice-Chair LeBlanc:** Aye  
**Selectman Zornio:** Aye  
**Chairperson Waddell:** Aye

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

**d. Memorials on Common**

Ms. Vallee discussed the low-maintenance memorial benches that she discovered in Stowe, Vermont and Jeff Stewart provided the necessary information concerning how those are made, as well as the construction materials. She added that the cost is \$1,025.00 per bench including the installation cost and memorial plaque. She stated further that the public would then have to make a donation for the cost of the bench and plaque if they want a bench.

**MOTION: Vice-Chair LeBlanc moved to accept the Memorial Bench Program at a cost of \$1,000 per bench. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc:** Aye  
**Selectman Zornio:** Aye  
**Chairperson Waddell:** Aye

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

**e. Short-Term Rental License - Date Adjustment for Filing Deadline**

Michelle entered the meeting. Ms. Vallee asked her for the paperwork displaying the new Date Deadline. Michelle took part in the meeting and handed out copies to each member which informed the members of the changes that needed to be made. She participated in the discussion about the changes with the Board.

She concluded that rental license renewals and permits shall be valid for one year starting on the new dates of July 1st to June 30th.

**MOTION: Vice-Chair LeBlanc moved to approve the date changes to the Short-Term Rental License. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc: Aye**  
**Selectman Zornio: Aye**  
**Chairperson Waddell: Aye**

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

**f. Rental Property Inspections**

Michelle informed the Board of property infractions found by property inspections. She asked if the time period to correct said infractions be decided at this meeting. She stated that the infraction compliance should be changed to a period of 30 days. If the property owner does not comply with the 30-day requirement, then they may no longer rent the property.

**MOTION: Vice-Chair LeBlanc moved to approve the amendment to 30 days to comply after receiving an infraction from an inspection. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc: Aye**  
**Selectman Zornio: Aye**  
**Chairperson Waddell: Aye**

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

**4. Old Business/Updates, if any**

**a. Request for Streetlight - Intersection of Railroad Street and School Street**

There was a brief discussion about placing a streetlight at the intersection of Railroad Street and School Street.

**MOTION: Vice-Chair LeBlanc moved to approve the streetlight at the intersection of Railroad Street and School Street. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc: Aye**  
**Selectman Zornio: Aye**  
**Chairperson Waddell: Aye**

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

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

None.

**6. Other Business**

**a. Approve Minutes of June 13, 2022 (public and non-public) and June 22, 2022 (non-public).**

**MOTION: Vice-Chair LeBlanc moved to approve the Minutes of June 13, 2022 (public and non-public) and June 22, 2022 (non-public). It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc:** Aye  
**Selectman Zornio:** Aye  
**Chairperson Waddell:** Aye  
**The motion carried. (3-0-0).**

**b. Abatements, if any**

- Michelle passed out the abatements for Ms. Vallee and Chairperson Waddell. Chairperson Waddell read the partial abatement grant of the Kenison property on School Street to the Board and offered a spreadsheet for their perusal.

**MOTION: Chairperson Waddell moved to approve the partial grant of the Kenison property. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc:** Aye  
**Selectman Zornio:** Aye  
**Chairperson Waddell:** Aye

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

- Abatement without refund to Patrick Boisclair

**MOTION: Chairperson Waddell moved to approve the abatement without refund to Patrick Boisclair. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc:** Aye  
**Selectman Zornio:** Aye  
**Chairperson Waddell:** Aye

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

- Michelle informed all Board Members of a Court Case from 2016 where the sum of \$91,185.09 is owed to Eversource on properties located all over town.

**MOTION: Vice-Chair LeBlanc moved to approve the abatement refund of \$91,185.09 to Eversource. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc:** Aye  
**Selectman Zornio:** Aye  
**Chairperson Waddell:** Aye

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

**c. Town Manager's Report**

- Ms. Vallee started with a request from Phil Cloutier for the purchase of a traction splint in the amount of \$832.98.

**MOTION: Vice-Chair LeBlanc moved to approve the request for a traction splint in the amount of \$832.98. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc:** Aye  
**Selectman Zornio:** Aye  
**Chairperson Waddell:** Aye

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

- Ms. Vallee stated that the Finance Department and Tax Collector were audited by the NH Department of Motor Vehicles and they received an A+.
- Ms. Vallee indicated that the Town received two bids for the 5 McCloud Street property and recommended that the highest bid placed by Gregory Stiles should be awarded.

**MOTION: Selectman Zornio moved to approve the highest bid of \$10,101.00. It was seconded by Vice-Chair LeBlanc.**

**Vice-Chair LeBlanc: Aye**  
**Selectman Zornio: Aye**  
**Chairperson Waddell: Aye**

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

**d. Other**

Chairperson Waddell refreshed everyone's memory about the removal of trailers at Gateway Trailer Park bid of \$1.00 on mobile home on 2 Brookside Drive and a bid of \$1.00 on mobile home on 3 Fred's Circle. He added that the bidder agreed to get rid of the trailers and the town would waive the property taxes once the old mobile homes are removed.

**MOTION: Chairperson Waddell moved to approve the bids for the trailers. It was seconded by Selectman Zornio.**

**Vice-Chair LeBlanc: Aye**  
**Selectman Zornio: Aye**  
**Chairperson Waddell: Aye**

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

**7. Adjournment**

**MOTION: Chairperson Waddell moved to adjourn. It was seconded by Selectman Zornio.**

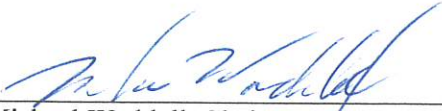
**Vice-Chair LeBlanc: Aye**  
**Selectman Zornio: Aye**  
**Chairperson Waddell: Aye**

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

Respectfully Submitted,

Tina Morgan, Recording Secretary  
O'Connor Legal, Medical & Media Services Inc.  
[www.oconnorlmms.com](http://www.oconnorlmms.com)

Minutes approved on July 19, 2022 by:



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Michael Waddell, Chairman



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Judith LeBlanc, Vice Chairperson



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Yves Zornio, Selectperson