

MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
TUESDAY SEPTEMBER 4, 2018, 1:00 PM
TOWN HALL CONFERENCE ROOM

GORHAM SELECTMEN PRESENT: Judy Leblanc, Mike Waddell, Adam White

ALSO PRESENT: Town Manager Mitch Berkowitz, Edith Tucker, Berlin Daily Sun, Helen Beausejour, Brian Ruel, John Scarinza, Denise Vallee,

1. Call to Order, 1:00 PM

Adam White was qualified as the third member of the select board and his appointment was issued at 1:00 PM this day by the Deputy Town Clerk who gave him his oath of office.

2. Review Qualifications for Select Board Office- Chairman Waddell advised during public session that Adam White was appointed to the select board. Town Counsel and the NH Municipal Association both advised there was nothing illegal about being a selectman while being on the fire department. Selectman White was sworn in by the deputy town clerk earlier.

3. Non-Public Session: RSA 91-a:3, II b

Chairman Waddell made a motion to go into non-public session per RSA 91-a:3, ii b, Related to the hiring of any person as a public employee. The motion was seconded by Selectman Leblanc. The vote was approved by all three members of the board who went into non-public session at 1:04 PM.

At 4:10 PM a motion to recess the Non-Public was made by Selectman Leblanc and seconded by Selectman White to 5:30 PM. The vote was taken and all three members of the board voted in the affirmative.

At 5:30 PM a motion was made by Selectman Leblanc and seconded by Selectman White to reconvene the non-public session under the same statute Citation above. A vote was taken and all three members voted in the affirmative.

At 6:01 PM a motion was made by Selectman White and seconded by Selectman Leblanc to come out of non-public session and to go into the regular meeting and agenda. A vote was taken and all three members voted in the affirmative.

Public session called to order at 6:01 PM by Chairman Waddell.

4. Appointments: There were none.

5. New Business-

a) **Abatement Requests-** None.

b) **Review and Approval of the School Emergency Operations Plan and Authorize the execution of the Memorandum of Understanding with the Gorham School District-**

Town Manager Berkowitz has reviewed the plan and explained it needs to go before the board as the plan suggests using the Medallion Opera House as an alternate location. Chairman Waddell wanted to review the plan before signing off on it. Town Manager Berkowitz advised the plan was supposed to be submitted by September 1st to the state. Selectman Leblanc advised she was comfortable authorizing Town Manager Berkowitz to sign the plan since he and the police department have reviewed it. Copies will be provided to the board.

Selectman Leblanc made a motion to authorize Town Manager Berkowitz to sign the School Emergency Operations Plan and execute the Memorandum of Understanding with the Gorham School District. The motion was seconded by Adam White. Selectman White-aye, Selectman Leblanc-aye, Chairman Waddell-aye.

At this time, Chairman Waddell explained to those in attendance that they were in non-public session from 1:00-4:10 pm to discuss the hiring of a new town manager. The board went back into non-public at 5:30 pm until 6:00 pm. Chairman Waddell also informed those in attendance of the appointment of Adam White as the third selectman.

b) **Review of Tire Disposal Policy for Commercial/Business and Residential-**

Over the last several weeks Town Manager Berkowitz has been working with Buddy to figure out what is fair and equitable for tire disposal. A fee for disposal of two tires is paid when people register their vehicle. Businesses pay the same fee for their business vehicles, which is not fair to taxpayers. A policy needed to be drawn up for disposal. Writing the date of disposal and a punch card system were discussed. Buddy suggested charging \$6 and allowing disposal of four tires at once. Chairman Waddell suggested going back to the old system where the new and old registrations were initialed for disposal of four tires at once. Brian Ruel, branch manager of Proquip, then advised the board that last year they registered 110 vehicles in the

town of Gorham and went on to explain the cost of registering those vehicles and the fees paid. He stated that he received a letter advising that commercial accounts could no longer bring tires to the town garage for disposal. He said they usually don't bring tires there but do on occasion as most of their truck tires get sent back for recapping. He felt that if the town has a policy that two tires can be disposed of per registration it should be that way for businesses and residents and that businesses that are abusing the policy by bringing truckloads of tires should be addressed. A member in attendance pointed out that dealerships charge the customer for tire disposal. Town Manager Berkowitz suggested using the GVW to determine the fee. Chairman Waddell suggested going back to the original policy which allowed two tires per registration, and 4 tires can be disposed of using the current and immediate previous years registration. Chairman Waddell advised major changes would have to be handled at town meeting. Buddy asked if he should send letters advising businesses they can now bring tires under that policy.

Selectman White made a motion to allow public works to use the previous policy of allowing disposal of two tires per registration, and allowing for the current registration and immediate year prior effective the week of September 17, 2018. The motion was seconded by Selectman Leblanc. All were in favor.

d) Petition and Pole License-Eversource and Consolidated Communications- Town Manager Berkowitz read a petition from Eversource and Consolidated Communications requesting a license for a pole on Spring Road.

Selectman Leblanc made a motion to approve the pole license which was seconded by Selectman White. All three voted in favor.

e) Notice of Meeting: Androscoggin Valley Regional Refuse- The meeting was August 30, 2018.

The FRC Project Youth After School Program is requesting to use the Medallion Opera House, meeting room, and dressing rooms for 200 students on February 28, March 14, March 15, and March 18. Chairman Waddell agreed provided they cleaned up.

Selectman White made a motion to approve the FRC Project Youth After School Program application for use of town facilities. The motion was seconded by Selectman Leblanc. All voted in favor.

Town Manager Berkowitz presented the board with a purchase agreement for a lot at the Evan's Cemetery requiring signatures of all three board members.

Selectman Leblanc made a motion that the board sign the agreement. The motion was seconded by Selectman White. All voted in favor.

Town Manager Berkowitz presented the board with a request to repurchase 3 Mountain View Road. There was a lien on the property and the necessary amount of money has been received.

Selectman Leblanc made a motion to accept the repurchase request. The motion was seconded by Selectman White. All voted in favor.

Town Manager Berkowitz presented the board with an Application for Reimbursement to towns and cities in which federal and state forest is situated. Chairman Waddell explained it is all non-taxable land; the town is being asked to accept the valuation.

Selectman Leblanc made a motion to accept the valuation. The motion was seconded by Selectman White. All were in favor.

6. Old Business/Updates;

a) Ramano/ NRCS Project Status Report- The bids received were discussed at a prior meeting but the bid was not awarded. The town received bids from Sonny Couture and Lee Corrigan. Sonny Couture had the low bid at \$103,000. Town Manager Berkowitz advised he is still waiting for the wetland permit to be approved so the work can be completed. The Gorham Conservation Commission has approved the wetland permit.

Selectman Leblanc made a motion to accept Sonny Couture's bid. The motion was seconded by Selectman White. All voted in favor.

b) Spring Road Bridge/Culvert Project Update-

c) FEMA Projects October 2017 Storm Event- The town received emergency authorization to repair three different sections of the White Birch Lane berm. John Scarinza advised the property owner will sign an easement allowing the town to have access.

Town Manager Berkowitz received an email from a Stony Brook resident wondering why the lower section of the road hasn't been repaired. He advised the resident that it would be more cost effective to wait for word from FEMA about the upper section so it can all be done in one project.

d) Snow Storage at Town Garage-

i. Snow Storage Policy and Procedure Draft- Town Manager Berkowitz requested the board review a draft policy they had been provided with and decide if that is the direction they want to go.

ii. CMA Contract Amendment- Town Manager Berkowitz directed the board to the amended contract. The original engineering costs were estimated at \$30,000 and it has been amended to \$25,000 and the total amount is now only \$41,000. Helen Beasejour questioned how much money was left out of the appropriated funds. The appropriation for this project was \$20,000 and there were other appropriations for the building fund. Chairman Waddell advised that according to what he was told by town counsel the money can be taken from the same capital reserve.

There is a meeting tomorrow at 10am with CMA. All three selectmen would like to hear the presentation, but Chairman Waddell advised negotiation with CMA and Eversource should not take place in open session. The purpose of the meeting will be to iron out with Eversource what they can and cannot do this winter. Chairman Waddell also explained the issues the town is facing with the vernal pool and the debris pile.

Town Manager Berkowitz also directed the board to a letter received from Mr. Bradstreet that also went to NHDES, Army Corps of Engineers, and CMA asking about many of the concerns that Chairman Waddell has mentioned.

e) Woodland Park- The easement is done and has been received.

Selectman Leblanc made a motion to authorize Town Manager Berkowitz to sign the easement language for the board. The motion was seconded by Selectman White. All voted in favor.

6. Public Comment: None

7. Other Business:

a)

Town Manager Berkowitz explained the lien and bid process for the trailers and read the ad that was placed. He then presented the board with bids on the trailers that have been taken by the town.

Michelle Nadeau and Joshua Forbush bid \$552.00 on the green trailer with maroon shutters at 12 Memory Lane.

Can Booker, Canaan NH, bid \$600 for the trailer at 12 Memory Lane.

Wayne Johnson of Milan, NH bid \$1000 for the trailer at 12 Brookside Drive.

Selectman Leblanc made a motion to award the mobile homes to Mr. Booker for \$600 and Mr. Johnson for \$1000. The motion was seconded by Selectman White. All voted in favor.

Town Manager Berkowitz asked the board if they would like to authorize him, in addition to awarding the bids, to offer the third trailer to the highest dollar bidder at no cost.

Town Manager Berkowitz also advised the board of another trailer at 37 Dublin Street. It was appropriately advertised with no responses, so the town should wait another 60 days per the RSA. There is no risk of someone coming to claim the trailer. Town Manager Berkowitz suggested offering it to the land owner. If they take it now, it's their responsibility, or they can wait the 60 days.

Selectman Leblanc made a motion to allow the town manager to negotiate with the landowner for the trailer. The motion was seconded by Selectman White. All voted in favor.

Town Manager Berkowitz reviewed the TRC and facilities request for review and approval for use of the access road for the cross country team. Buddy was the only person who hadn't reviewed it yet. Buddy advised he approved.

Selectman Leblanc made a motion to approve the facilities request for the cross country team. The motion was seconded by Selectman White. All were in favor.

Town Manager Berkowitz advised a TRC was held for the Coos County Cycling Club's sign permit. Buddy watched the meeting and advised he is opposed to anything on the Bellevue

side. Town Manager Berkowitz will speak with Buddy on this issue tomorrow. The forest committee will be meeting in the future to talk about the trail extension.

b) Selectmen's Updates: There were none.

c) Approval of Minutes (August 21, 2018, August 2, 2018 Non-public Session)

Selectman Leblanc made a motion to accept the minutes for August 21, 2018 and August 2, 2018 (non-public). The motion was seconded by Chairman Waddell. Selectman Leblanc-aye. Chairman Waddell-aye. Selectman White-abstained.

d) Town Manager's Report-

Town Manager Berkowitz reviewed Buddy's monthly report for public works. Buddy spoke about an issue with the old dump truck. He is looking at prices to replace the dump body.

Town Manager Berkowitz received a letter from Charter Communications, who owns Spectrum, of a change in the tier where a news channel is offered.

e) Sign Manifest; Abatements and Exemptions (if necessary) There were none.

Edith Tucker made a request for a copy of the letter from Tim Bradstreet.

8. Non-Public Session

At 7:12 PM this day, a motion was made by Selectman White and seconded by Selectman Leblanc to go into executive session per RSA 91-a:3, II b and e: The hiring of any person as a public employee and Consideration of pending claims or litigation which has been threatened in writing or filed by or against the public body. Selectman White-aye. Selectman Leblanc-aye. Chairman Waddell-aye.

At 8:47 PM a motion was made by Selectman Leblanc and seconded by Selectman White to come out of Non-Public Session. A vote was taken and all three members voted in the affirmative.

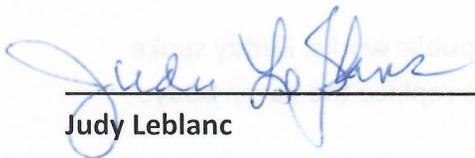
9. Adjournment:

A motion was then made by Selectman White and seconded by Selectman Leblanc at 8:47 PM to adjourn the meeting. A vote was taken with all three in the affirmative.

REVIEWED AND APPROVED:



Michael Waddell



Judy Leblanc



Adam White