

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
MONDAY, JULY 24, 2017 6:00 PM
TOWN HALL CONFERENCE ROOM**

Gorham Selectman present: Terry Oliver, Patrick Lefebvre, Mike Waddell

Also present: Robin Frost, Town Manager; Chief PJ Cyr; Kirstan Knowlton, Berlin Daily Sun; Dan Buteau; Arthur Perry; Diane Bouthot; Judy LeBlanc; Jay Holmes; Jennifer Cloutier; Becky Corrigan; Fred Corrigan; Eric Cornish; Mary White; Adam White; Stacia Robert; and Mike Beckett

1. Call to Order: The meeting was called to order by Chairman Oliver at 6:00 pm.

2. Appointments:

a) Jay Holmes – Holmes spoke to the Board about the complaint received at the last meeting from Maurice and Joanne Tanguay. Holmes explained the history of the disagreement over property between he and the Tanguays. Holmes was upset that the Board was contacted, as the issue had already been brought to court and decided in Holmes favor. Selectman Waddell asked TM Frost and Chief Cyr if there was any town enforcement action pending against Holmes and they both advised there was not. Holmes also voiced his displeasure with Chief Cyr for continuing to respond to complaints received from the same person and for bringing his children to be babysat by Tanguay. The Board advised Holmes that this was a disagreement between he and the Tanguays and was not a matter for the Selectmen.

b) Stacia Roberge – Go Solar Discover Program – Roberge advised the Board that Gorham and the surrounding area had been chosen by Go Solar for their Discover Program due to the number of inquiries that had been made from this area about clean energy. Roberge asked the Board to announce to the town that there would be discounted rates available to the residents from August 1-October 31 of this year. Roberge also advised that they would be holding an information session at the town hall on August 17. Roberge read a letter that she requested the town mail to residents. TM Frost advised that the town does not send out letters for businesses, but that the town hall calendar on the website would reflect the date that they would be here. Roberge also asked about signs, which Frost advised would be handled through the Assessing Office.

c) Becky Corrigan – Abutting Land on Lancaster Road – Becky Corrigan spoke to the Board about the piece of land that lies between her property and the property owned by Dan Buteau. The land is currently owned by the town. Corrigan showed the map to the Board. The Board agreed that the land has no value except to the abutters, as it is not a large enough piece of property to be a buildable lot. Corrigan requested that the lot be split evenly between her and Buteau, and that they would cover the cost of York Land Services for the survey. The Board agreed and TM Frost will send Burke York an email letting him know. The request will also be brought before the Planning Board for approval.

d) Chief PJ Cyr – Update on Police/Dispatch Contract Study – Chief Cyr advised that he has met with Berlin 4 times so far. Cyr advised they have addressed concerns from both Gorham and Berlin about the contract for services, and a start-up date if it was to be voted in, which would most likely be in July of 2019 due to budget cycles. Dan Buteau advised that they have discussed duplicate services and where money could be saved, merging records, training, crossing guards, Shelburne and Randolph Fire and EMS, patrol coverage, special event coverage such as July 4th, church and school crossings, ATV issues, liability, full-time detective division, juvenile officer, and prosecutor, along with grant opportunities. Cyr advised that they are looking at a minimum level of service of one officer in town 24/7 and double

coverage Thursday through Saturday. Some concerns were a severance clause if it was to not work out for either community, oversight over the contract by Gorham, and insurance. Selectman Waddell advised that this year they will need both a traditional budget from the police department, and a budget for if the service contract passes. Waddell advised that the budgets need to be well thought out with no gray area by the October 1 deadline. Waddell mentioned that Colebrook just decided to contract their dispatch services to Grafton for \$70,000 per year, and a discussion was had about whether Gorham should look at that separately from the current study with Berlin. Selectman Lefebvre asked how the dispatch talks were progressing and Buteau advised that they would still like to receive a detailed RFP so that Berlin can provide a quote. Lefebvre asked if a contract would need to be approved through the City Council and Buteau advised it would.

3. New Business:

a) Spring Road Culvert Project RFQ Results – TM Frost advised that two submissions were received for the RFQ, one from Holden Engineering and one from HEB. This was a requirement from the State and it is strictly qualification based. Frost noted that either company could do the work, but recommended the Board select HEB, as they are already familiar with the area. Selectman Waddell mentioned that it would make no sense to switch the engineering firm partway through a project and Selectman Lefebvre mentioned that HEB did lots of extra work to help secure funding for the project.

On a motion by Selectman Waddell, seconded by Selectman Lefebvre, the Board voted unanimously to select HEB for the Spring Road Culvert Project.

b) Rules of Procedure for Selectmen’s Meetings – Samples from other towns were presented for rules concerning how meetings are run. TM Frost will put together a draft for the Board to review at the next meeting.

c) Crosswalk Requests – Jimtown Road and Upper Main Street – TM Frost advised that a request was submitted by Larry Guay for a crosswalk near the Grace Peabody Park. A request for a crosswalk on Jimtown Road was also submitted by Moose Brook State Park. TM Frost advised that she spoke with Buddy Holmes, who advised they are out of paint for this year, so it will be done next year if approved. Since they are state roads, the request will need to come from the town. Adam White advised that he heard they will be putting crosswalks and lights at the intersection by Gorham Corner Market. TM Frost will contact the state to confirm this. The Board agreed that the crosswalk by the Grace Peabody Park would be hazardous, as it is a 4-lane road, and will not request permission for a crosswalk there. Selectman Waddell requested more information from Moose Brook for the crosswalk on Jimtown Road, a proposal that is drawn out showing the location, and TM Frost will contact them for this.

d) Stony Brook/Cascade Flats Road Projects Funding Options – TM Frost presented a cost comparison from CMA for paved vs. unpaved roads for Stony Brook. Frost advised that maintenance costs are not figured into the construction cost. TM Frost also gave the Board the bond schedule for both 10 and 15 year bonds. Two payments would be made per year. A 10-yr bond would add about \$1.60 to the tax rate the first year, and \$1.31 the last year. A 15-yr bond would add \$1.22 the first year, and \$0.88 the last year. The total bond amount for the two projects would be about \$3.5 million. Water and sewer will also have to do work in Cascade Flats, but any bond they need would be their issue. Selectman Waddell asked about the road study for the other roads in town and TM Frost advised it is available and will get it to him. Waddell suggested a work session with HEB and Selectman Lefebvre suggested that Buddy Holmes and Joey Ramsey be there as well. Frost will check with HEB for possible dates.

e) PSNH/Town of Gorham Lot Line Adjustment – Selectman Lefebvre advised the meeting went well and that it was approved by the abutters. Selectman Waddell stated that he is positive they will work something out, but that the town still needs to change how it deals with fill and compost. Waddell suggested that the town issue dump stickers, and also suggested a work session for discussing where the snow should go. Lefebvre suggested that this was a plan that Holmes needed to work on and present to the Board.

f) Munce Properties Purchase and Sales Agreement – TM Frost advised that she does not have this, but that the property that Bean is buying should be closing this week. Signing the deed will be on the next agenda.

g) Building Permit/Code Enforcement Software – TM Frost advised that she and Michelle Lutz looked at a building permit and code enforcement software program. The program would keep track of fees, inspections, and complaints. The software would be something budgeted for next year. Selectman Waddell asked how many building permits were issued over the last several years and if a software program is necessary to keep track of them. TM Frost also asked the Board about signing building permits and if a spreadsheet would be adequate to keep them informed of projects in town.

On a motion by Selectman Lefebvre, seconded by Chairman Oliver, the Board voted 2-1, with Lefebvre and Oliver in favor, and Selectman Waddell against, that the Selectmen will no longer sign building permits.

h) Current Use Application- HUB North LLC – TM Frost advised that we received a current use application from HUB North. They are looking to put 23.07 acres into current use. Selectman Waddell advised that the property has been non-profit as it was owned by the Girl Scout camp prior to HUB North. Waddell stated that if they meet the requirements of the law it should be approved. Waddell asked if it was surveyed, and TM Frost advised it was prepared by York Land Services.

On a motion by Chairman Oliver, seconded by Selectman Lefebvre, the Board voted unanimously to approve the HUB North application for current use. The application was signed by the Board.

i) Application for Reimbursement for Federal and State Forest Land – TM Frost provided the annual application to be signed. It was signed by the Board.

4. Old Business/Updates:

a) Fairpoint Poles in Cascade - Chairman Oliver advised the poles are still there.

b) Ambulance Revenue Reports – TM Frost advised they have been given what they got out of the system, and also have a copy of the revenue and expenditure report from the end of June. In 2015, the revenue was \$587,662.38, 2016 revenue was \$327,507.36, year to date for this year, until June 23, is \$90,662.59. TM Frost advised that they are not caught up with billing yet, and they are working on getting caught up as quickly as they can. TM Frost advised that for this year, based on the numbers, they will be behind about \$48,000. Waddell stated that there is a difference of \$400,000 from two years ago and today. Waddell stated that he is concerned about what the goal is going forward, and how it will affect service. TM Frost also stated that the amount paid for bills is down, as sometimes they bill \$3000 and are only paid \$300. Frost also stated that the number of transfers is down. Waddell asked about the service level and if there were any missed calls over the last six months. TM Frost advised that Berlin had to be called a couple times. Frost also advised that they staff about 45% of the transfers that we are called for. Frost advised that she has had a discussion with Chief Watkins and he has some

ideas and they will be keeping in touch. Waddell asked if they could meet with Watkins early in the budget process. Waddell also mentioned that at the last Budget Committee meeting there was a commitment to re-look at the ambulance contracts. Frost mentioned that there is a huge value in a service that is available 24/7, and knowing that when you call someone will come.

c) Fire Ponds in Stony Brook – TM Frost advised there is nothing new to report.

d) Cascade Playground – TM Frost presented a spreadsheet created by Jeff Stewart which lists the three bids received for the equipment for the Cascade Playground. The equipment will consist of a swingset, a slide, and a spring rider. One of the companies was a couple thousand higher than the others, and Miracle is the only company that will provide an installation supervisor to be sure it is installed properly. Selectman Lefebvre mentioned that he would like to see a bigger swingset, with four swings instead of two. TM Frost advised that she should hear back about the lease of the land in the next couple of days. Waddell asked if it was to be paid from the revolving fund and TM Frost advised it was.

5. Public Comment:

Eric Cornish asked about the use of Jimtown Road for ATV's during the festival. TM Frost advised that it was all set for the ATV Festival, but not for Camp RZR.

Arthur Perry expressed concern that nothing has been done yet with the fire ponds in Stony Brook.

Judy LeBlanc asked about the number of ambulance transports from Shelburne and Randolph over the last few years. TM Frost advised they are available in the town office.

Diane Bouthot reminded the Board that the police and dispatch contracts are supposed to be separate articles, but seem to have been put together. Selectman Lefebvre stated it would be presented as a police study and a dispatch study. Bouthot asked where else they have looked for dispatch services, and Lefebvre advised they are sticking to what was voted on at town meeting and only looking at Berlin at this point. Judy LeBlanc stated that she felt the vote will be based on the service provided and how much people were willing to pay for it. Diane Bouthot stated that it might be a good opportunity for Gorham with better training, better equipment, and more grants. Lefebvre stated it would be just as beneficial to Berlin as a revenue as it is for us as a cost savings.

6. Other Business:

a) Town Manager's Update – TM Frost advised she had nothing.

b) Selectmen's Updates – Selectman Waddell asked about the letters received concerning ATV complaints and asked if TM Frost could respond. Frost advised that she did respond to Sandy Lemire, but will respond to the other to advise that we are working on the issues.

Selectman Waddell asked about the Shoreland Protection Application. TM Frost advised that she will get an update from Michelle Lutz. Frost also advised that she spoke with Paul Robitaille about the flood maps. Selectmen Waddell will call Robitaille for an update on this.

Selectman Waddell asked about the Recreation Department and what is being done with the building. TM Frost will ask Stewart to put together a list of the activities that are being held at the building. LeBlanc advised that it is being used for the Rec Program on rainy days.

Selectman Waddell asked about Bikes not Bombs. Selectman Lefebvre advised that Matt Saladino was handling that. Waddell advised that he spoke with Saladino, who advised he was getting sort of a run around from the railroad. TM Frost advised that she has also been in contact with the railroad, who stated they were going to get the information to Saladino.

Selectman Waddell asked if they have had any applications for the tax reduction. TM Frost advised that Roger Lajoie has applied for it.

Selectman Lefebvre asked about the smell at the mill and if any progress has been made. TM Frost advised that Jay Watkins went up and spoke with someone at the mill. TM Frost also left a message for Bill, who is the maintenance manager, but he has not gotten back to her. Chairman Oliver advised that it smells like raw sewage because of the stuff building up on the sides. EPA has stated that as long as they don't break the flow permit, they are within the law.

Selectman Lefebvre asked if there was any progress made on the Church Street Entrance and was advised it is done.

Selectman Waddell asked about the cellar hole on Main Street, since now two vehicles have gone in. TM Frost advised that they just discussed it on Thursday. Eric Cornish asked who owns the property and was advised Dagesse does. Cornish asked if the owner would be ultimately responsible for that and was advised he was, and they are working on enforcement.

Selectman Lefebvre asked about the housing standards ordinance and if that was done. TM Frost advised it is ready to go to the Board for final approval.

c) Approval of Minutes (June 12, 2017 Public and June 19 and July 12, 2017 Non-public) –

On a motion by Selectman Waddell, seconded by Selectman Lefebvre, the Board voted unanimously to accept the public minutes of June 12, 2017 and the non-public minutes of June 19, 2017 and July 12, 2017 as presented.

d) Sign Manifest; Abatements and Exemptions (if necessary) –

TM Frost presented an abatement requested by CARS DB4 at 471 Main Street to reduce the value of \$1,295,000. The assessor recommended that it be denied.

On a motion by Selectman Waddell, seconded by Chairman Oliver, the Board voted to concur with the assessor and deny the abatement.

TM Frost advised that Lead Mtn, LLC applied for an abatement at 459 Main Street. They are asking that the value be reduced from \$881,500 to \$450,000 and they will withdraw the appeal. They state that the property is vacant, however Frost believes that it is being used by Berlin City. Chairman Oliver disagreed with the recommendation of the assessor that the value be reduced. The Board asked that the assessor take a second look before making a decision.

TM Frost advised an abatement was received from Northway Bank at 260 Main Street. They are requesting that the value be reduced \$180,000 to \$350,000. The Board discussed the value of the bank as compared to the vacant bank building down the street. Frost advised that the value of the ATM was removed from the assessment. Selectman Waddell suggested that the assessor give a more definitive recommendation.

7. Non-public Session: RSA 91-A:3, II-a,d

On a motion by Chairman Oliver, seconded by Selectman Lefebvre, the Board unanimously voted by roll call to move to non-public session at 8:51 pm to discuss the Eversource divestiture. Oliver - Aye, Lefebvre – Aye, Waddell – Aye.

On a motion by Selectman Waddell, seconded by Chairman Oliver, the Board voted unanimously by roll call to come out of non-public session at 9:40 pm. Oliver – Aye, Lefebvre – Aye, Waddell - Aye.

8. Adjournment: On a motion by Chairman Oliver, seconded by Selectman Lefebvre, the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 9:40 pm.

REVIEWED AND APPROVED:

Terry Oliver

Patrick Lefebvre

Michael Waddell