

**MINUTES OF SELECTMAN'S MEETING  
TOWN OF GORHAM  
MONDAY, MAY 30, 2017 6:00 PM  
TOWN HALL CONFERENCE ROOM**

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

Also present: Robin Frost, Town Manager; Phil Corbett, CMA; Kirstan Knowlton, Berlin Daily Sun; Arthur Perry; Lee Carroll; Paul Robitaille; Haven Neal; Steve Malespini

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

**2. Appointments:**

**a) Phil Corbett, P.E., CMA Engineers – Stony Brook Roads** –Phil Corbett from CMA went over a brief history of the evaluation and design work that has been completed to date for the Stony Brook Roads. Corbett explained the options available for the work that needs to be done, including Enhanced Full Depth Reclamation. Corbett explained that this approach does not work in some areas, but will work for the roads in this area, except for Hemlock Drive and possibly Evergreen Drive. Corbett explained that it is a cost effective approach, as long as you can do enough of the project to make it worthwhile, as contractors are not interested in bidding if the job is below a certain amount, usually anything less than \$400,000. The estimate for the cost of the construction is \$1,342,000 for the project. The estimate for the initial approach for the total project was \$2,254,811, and the total project cost with the enhanced reclamation is \$1,680,400. Corbett stated that the Board will need to decide how the project will be funded, whether with money from an annual pavement maintenance fund or with a bond. Selectman Waddell asked if they would fix culverts and ditches as they go, and Corbett advised that it is included in the cost, but since the finished road would be about 5” higher than what is there now, in general they would not need to add any underdrain, except on Evergreen Drive. Waddell also asked about grinding down the asphalt that is there now and making it a gravel road. Corbett advised that is a possibility, but the town would have to weigh the savings on reconstruction against the long term maintenance cost for a gravel road. Waddell asked Corbett to give the town an estimate on the cost of making it a gravel road. Corbett advised he would do that, but that some sections would also need base work, and that a gravel road may not work on a steep section like Evergreen Drive. Waddell asked about the cost of a bond on the tax rate and TM Frost advised that she would get the figures for the next meeting. Frost suggested possibly doing a larger bond over a longer time and incorporating other roads in town that also need to be done. Chairman Oliver asked Corbett if the project could be completed in a year and Corbett advised that it would be a summer project.

**b) Sally Manikian – Conservation Fund** – Sally Manikian, the VT and NH Representative of the Conservation Fund was present to discuss the requested assistance from the town to purchase a 2,050 acre tract of land that they currently own adjoining the Paul T. Doherty Memorial Forest. Manikian stated that the fund is looking to transfer ownership of the parcel to either the town, state, or federal government. The parcel would be added to the town forest and would protect the rest of the Tinker Brook watershed. The fund will work with the town to obtain funding for the purchase through grants.

**On a motion by Selectman Lefebvre, seconded by Chairman Oliver, the Board voted unanimously to sign the letter entering into an agreement to acquire the tract of land.**

The letter was signed by Chairman Oliver and Sally Manikian.

### **3. New Business:**

**a) Road Name Change Request – Lessard Lane** - TM Frost received a letter from Brian Lamarre requesting a name change for Lessard Lane to Icy Gulch Pass. Frost advised that the change needs to be approved by the Board first, and then will go to 911 for approval. Selectman Waddell asked if property owners have been notified and Frost advised that the only property affected by the change will be Lamarre.

**On a motion by Selectman Lefebvre, seconded by Chairman Oliver, the Board voted unanimously to recommend the name change for Lessard Lane to Icy Gulch Pass.**

**b) Revaluation Timeline** – TM Frost advised that they have had their startup meeting and everything is signed and ready to go. The sales analysis will be done by the end of June. New values will be available by the beginning of September and property owners will have time available in September for reviews. The deadline to finalize is October 1 for the MS1 and tax rate setting. Selectman Waddell asked about printed books so that property owners could compare their values to other properties in town. TM Frost advised that there is nothing included in the contract for printed books, but a printout will be available at the town hall along with other locations, such as the library, fire station and post office, and we can also add a link on the webpage. Waddell asked what properties Skip Sansoucy had been contracted to do and TM Frost advised he does Walmart, the mill, and the utilities. TM Frost advised that Sansoucy is on the same timeframe.

### **4. Old Business/Updates:**

**a) Munce Properties** – TM Frost advised that there is nothing new, as we are waiting on bids, which have a deadline of June 9. Frost advised that one person has been in to ask for information, but no bids have been received yet.

**b) Fairpoint Poles in Cascade** – TM Frost advised there is nothing new to report.

**c) Eversource Dam/Dike Update** – TM Frost advised that York Land Services has 2 options done and has requested a meeting for tomorrow at 1:00. Selectman Waddell advised he would be available to attend the meeting with TM Frost. There will need to be a decision on what to send to Eversource, and the Board agreed to hold a work session on Tuesday, June 6 at 3:00 to discuss this.

**d) Spring Road Project Update** – TM Frost advised that the project has been approved by the DOT state aid bridge program. The town's portion of the cost will be \$81,875. Waddell asked if in-kind services could be used as part of the town's portion and TM advised that yes it can, and we will do as much as we can. TM Frost advised that the project will now need to be put out to bid. The Board asked if there will be enough time to get bids and still do the construction and TM Frost advised the construction has been pushed back to 2018.

**On a motion by Selectman Lefebvre, seconded by Selectman Waddell, the Board voted unanimously to advertise and accept bids for the Spring Road project.**

### **5. Public Comment:**

Paul Robitaille shared concerns about the accuracy of the current flood maps for the town. Robitaille stated that the changes are based on old data and makes it hard to rent and sell buildings that are in the flood zone. Robitaille advised that he has spoken with Chuck Henderson, who would like an email from the town that we want to pursue updating the maps. TM Frost advised she would contact Henderson to

see what exactly he needs in the email and will send it to him. Selectman Waddell advised that North Country Council mapped out an urban exclusion and that Michelle Lutz needs to complete the survey to get the exclusion to the Shoreline Protection Act for Main Street businesses. The town needs to give the history of each property, of which there are about 20-25, and once the application is finished it will be forwarded to DES.

## **6. Other Business:**

**a) Town Manager's Update** – TM Frost advised she did not have anything.

**b) Selectmen's Updates** – Chairman Oliver asked about the municipal parking ordinance and the municipal parking lot, where there have been complaints about it being used as a personal parking lot. Oliver would like to know if vehicles are allowed to be there 24/7.

Chairman Oliver also asked about the distance from street corners, etc in which you are not supposed to park and if this is listed in the town code. Lefebvre advised this would be a law enforcement question. Oliver stated in the past they have painted lines to show the no parking areas.

Selectman Lefebvre asked if anything has been heard from the mill and TM Frost advised she has not.

Selectman Lefebvre asked about the North Country Transportation Advisory Committee and asked if TM Frost could find a representative to attend for the Board.

Selectman Lefebvre requested that they review the rules and procedures for Selectman's meetings at the next meeting. TM Frost advised there are samples on the Municipal Managers website.

Selectman Lefebvre asked if there was any news on the hydrants in Stony Brook and TM Frost advised there was not.

Selectman Lefebvre advised that he met with the crane operator, Buddy Holmes, Matt Saladino, and Bronson Leclerc about the Bikes Not Bombs shelter. There was no permission given for the structure from the railroad before the slab was poured. The railroad has made contact with Saladino, but there is no answer yet as to whether it can stay. If it is allowed, the easiest thing will be for it to stay where it is.

Selectman Lefebvre asked if there was any update on the police/dispatch study. TM Frost stated that Chief Cyr went up to meet with Chief Morency last week. TM Frost plan to speak with Cyr this week about the meeting.

Selectman Lefebvre asked about building permits and why they need to be signed by the Board. TM Frost advised that it is for informational purposes, and that it could possibly be put in a spreadsheet instead of the individual permits.

Selectman Lefebvre asked about the process for the tax incentive as Brian Ruel had inquired about it. TM Frost advised that she and Michelle Lutz are working on that.

Selectman Lefebvre also asked about the new housing standards rules and if concerns would fall under the health officer until the ordinance is approved. TM Frost advised that it would. Lefebvre stated that the building across from Mary's Pizza in Cascade Flats has glass falling on to the sidewalk.

Selectman Lefebvre advised that the cellar hole on Main Street should be filled in this week or next.

Selectman Waddell asked for the second quarter reports for the first week of July. Waddell also asked about the auditor and why he still has the town listed as 1.5 million to the bad. TM Frost advised that it is due to the Munce properties, which were not taken until 2017 and the audit was for 2016, the mill, and the Gleason property.

Selectman Waddell asked about the EMS revenue report that they have been waiting on. TM Frost advised that it is not ready yet, but she will get a status from Chief Watkins along with the status of the fire ponds in Stony Brook.

Selectman Waddell asked about the recommendations for the Recreation Department from the public meeting and if they could meet with Jeff Stewart. TM Frost advised that she has met with him and will provide the Board with a report.

Selectman Waddell again mentioned the noise ordinance and the suggestion to amend it. Selectman Lefebvre stated that you cannot set decibel levels in the ordinance, as then equipment and training would be needed to enforce it. There was no interest from the other members of the Board to change the ordinance.

**c) Approval of Minutes (May 15, 2017 Public/Non-public) –**

**d) Sign Manifest; Abatements and Exemptions (if necessary) –** There were no abatements.

**7. Non-public Session: RSA 91-A:3, IId**

There was no non-public session needed.

**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 7:45 pm.

**REVIEWED AND APPROVED:**

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**Terry Oliver**

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**Patrick Lefebvre**

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**Michael Waddell**

