

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
MONDAY, MARCH 20, 2017 6:00 PM
TOWN HALL CONFERENCE ROOM**

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

Also present: Robin Frost, Town Manager; PJ Cyr, Chief of Police; Michelle Lutz; Kirstan Knowlton, Berlin Daily Sun; Judy LeBlanc; Diane Bouthot; Sue Demers; Robert Demers; Glen Eastman; Jay Guilmette; Doug Gralenski; Reuben Rajala; Steve Malespini; Brian Ruel; Cub Scout Pack 204

1. Call to Order: The meeting was called to order by Chairman Oliver at 6:00 pm. Chairman Oliver advised those present that the meeting was being video and audio recorded.

BOARD REORGANIZATION AND COMMITTEE ASSIGNMENTS

On a motion by Selectman Waddell, seconded by Selectman Lefebvre, the Board voted unanimously to appoint Selectman Oliver as Chairman of the Board.

On a motion by Selectman Waddell, seconded by Chairman Oliver, the Board voted unanimously to appoint Selectman Lefebvre as Vice-Chair of the Board.

Chairman Oliver offered to serve on the North Country Transportation Advisory Committee and Selectman Lefebvre will serve as alternate.

On a motion by Selectman Waddell, the Board voted unanimously to appoint Yves Zornio to the Androscoggin Valley Regional Refuse Disposal District. Selectman Waddell will serve as alternate.

The Board voted unanimously to appoint Selectman Lefebvre to the Planning Board, and Selectman Waddell will serve as alternate.

The Board voted unanimously to appoint Chairman Oliver to the Budget Committee, and Selectman Waddell will serve as alternate.

The Board voted unanimously to appoint Selectman Lefebvre to the Medallion Opera House Committee, Chairman Oliver will serve as alternate.

Selectman Waddell asked the Board if they had any problem with him continuing to serve on the Town Forest Committee or with Gail Wigler continuing on the Conservation Commission. The Board advised they have no problem with either of these.

2. Appointments:

a) Randolph Selectman – Dispatch Contract – The Randolph Selectman shared their concerns over some changes to the dispatch agreement. First was their concern over Paragraph 3, which states that they will pay \$1,717.65, which is based on the average calls over a three year period. They would like to see the wording change to reflect that this is an estimated cost, as they feel the number of calls received from Randolph will decline, due to the fact that several residents who have been sick have passed away. They would like to be billed per call, which was their understanding, at the rate of \$17.35 per call, and receive the bills quarterly. The Randolph Selectmen also were concerned that the bills were not being sent in a timely manner, and they would like to have them as current as possible. They also expressed

concerns about what constitutes a Randolph call, as they felt they were being billed for calls that should not be charged to them. One call was reported from a Randolph resident at the Police Department in Gorham, one call came from Randolph but was a question about the snowstorm, and some should be billed to the county as they originated on one of the trails outside of Randolph, even though the involved person came off of the trail in Randolph. Chief Cyr responded by saying that although the language in Paragraph 3 has changed, the bills have always been sent based on the three year average, and have been paid quarterly. Selectman Waddell stated that he felt that we are discussing a small amount of money, less than \$500 per quarter, which is just pennies. Both the Randolph Selectmen and Gorham Selectmen felt that a meeting would be helpful to discuss the concerns. TM Frost and Chief Cyr agreed to meet in Randolph with the Randolph Selectmen next Tuesday, March 28 at 6:30 pm.

After the Randolph Selectmen left, Sue Demers spoke about the cost of dispatch services and what she would consider to be a more fair way to bill surrounding communities, based on population rather than the number of calls. Demers figured the cost of dispatch services to the residents of Gorham to be \$311,042, which is the operating budget and the Capital Reserve Funds added together. Using the OEP population figures, all three communities have a combined total population of 3,490 residents. The cost for dispatch, divided by the population of the three communities would be \$89.15 per person, which multiplied by Randolph's population of 308, would be a cost of \$27,458. Demers stated the cost for Shelburne, with a contract based on population rather than per call, would be \$33,254. Bob Demers asked why the town was so reluctant to charge the other towns based on population, he stated that these contracts give no consideration to the Gorham taxpayers. He also suggested that the other towns be told that we are looking into other options for our dispatch services, so that they can plan ahead if Gorham decides to contract with Berlin.

Chief Cyr asked the Selectmen for some direction regarding the vote to study the possibility of contracting with Berlin for police and dispatch services. Selectman Waddell shared a concern that the last time we requested a quote from Berlin, it was not taken seriously at all. TM Frost advised that Berlin was open to the idea, but needed direction from the town as to what services, exactly, that we are looking for. Chief Cyr advised that the town will need to consider such things as whether they would like Berlin to continue school and church crossings, records retention, and whether the window at the town hall will still be open. Selectman Waddell suggested that a committee be formed, possibly consisting of former police officers. Diane Bouthot suggested that former dispatchers also be included. A work session is scheduled for March 29 at 6:00 pm to begin the process. Judy LeBlanc suggested that the Selectmen also ask the public what they want for services.

3. New Business:

a) Sign Statistical Update contract with KRT Appraisal – All members of the Board signed the contract with KRT which was approved at a prior meeting.

b) Town Parking Lot- Corner of Railroad and Church Streets – Chairman Oliver advised that he noticed that there are several used cars that have been parked in the municipal lot with lockboxes on them. Selectman Lefebvre also noted that he had received a few questions about the lot and whether overnight parking was allowed. Chief Cyr responded that overnight parking is allowed and would only be restricted by the winter parking ban. Reuben Rajala stated that the cars from Byrne's were possibly there because he was clearing snow from his lot on Main Street, and they needed to be moved while this was done. It was decided that this concern will just be monitored for now.

c) General Aviation Proclamation – On a Motion by Selectman Lefebvre, seconded by Selectman Waddell, the Board voted unanimously to declare March as General Aviation Appreciation Month. The proclamation was signed by the Board members.

d) Baby Safe Haven – TM Frost advised that she met with Mr. Theberge of the Knights of Columbus, who requested that Gorham designate a Baby Safe Haven. A designated Safe Haven is a church, hospital, police or fire station where someone is present 24 hours a day. The Safe Haven Law was passed in 2003 to allow a parent to leave an infant, under the age of 7 days old, at a designated facility with no questions asked, if they feel they cannot care for the child. The facility would contact the Department of Health and Human Services if a child was left in their care, and DHHS would assume temporary care of the infant. Chief Cyr advised he would support designating the police department at the Safe Haven in Gorham. **On a motion by Selectman Lefebvre, seconded by Selectman Waddell, the Board voted unanimously to designate the Gorham Police Department as the Safe Haven in town.**

4. Old Business/Updates:

a) Fairpoint Poles in Cascade – TM Frost advised there is no update. Selectman Lefebvre stated that Fairpoint's resources are stretched thin due to the project in Berlin.

b) First Impressions Program – TM Frost advised that they are working on the application. Selectman Waddell asked what exactly this program was and TM Frost advised it is run through the UNH Cooperative Extension. The program matches two communities, and representatives from each community visit the other and suggest ways that the town might improve. A report is compiled from the suggestions. TM Frost advised there is a sample report available in the Selectmen's mailboxes from a report compiled for Littleton from the pilot program they participated in with Rochester. The cost to participate is \$2500. Applications are due by April 1.

c) Eversource Dam/Dike Update – TM Frost advised that Burke York has finished the preliminary plans and they have been sent to Eversource for review. Eversource has requested a few changes and York is working on them. Selectman Waddell asked that a copy be given to the Planning Board to review. Waddell also mentioned that the storm drains at the end of Alpine and Jewell Street be located and added, and that there was a manhole at the end of Alpine that was missed due to snow cover. Waddell also suggested that York give us an idea how many yards are in the soil pile, so that we will have an idea of how much labor and time we will need if it is necessary to get rid of it. Waddell also mentioned that the compost piles have been pushed back and that the town may be the owner of the road which used to go to the bridge and was owned originally by the mine. TM Frost will pass along the suggestions and will get a copy of the plans to the Planning Board.

d) Trails Committee – Selectman Lefebvre advised that the committee had a lengthy meeting this afternoon, at which they narrowed down priorities and goals. Lefebvre requested that the town send a letter to Chris Gamache, confirming that Gorham is not going to abandon Main Street as part of the trail system, and that relocating trail access is a number one priority, to encourage him to carry on with that project. **On a motion by Selectman Waddell, seconded by Selectman Lefebvre, the Board voted unanimously to send a letter stating that Gorham would continue to allow Main Street to be part of the OHRV trail system.** TM Frost advised that she would send the letter on Tuesday, and would copy the Selectman on it.

e) Stony Brook Roads Project – TM Frost advised they are still working on the documents. Selectman Waddell asked if he could get a copy of the progress report and TM Frost advised she would leave him a copy.

f) Spring Road Project Update – TM Frost advised there is nothing new to report. HEB should be finished with their part any day, at which point it will be sent to DOT.

g) Rec Department Focus Group Update – TM Frost advised that Jeff Stewart recently held a meeting, but nobody came. Frost shared a copy of the draft for the form groups would use to request use of the Recreation Department Building. The survey has been completed, which asked the youth what types of activities they would like to see offered at the building. Selectman Waddell suggested holding a general hearing by the Board of Selectmen for the public to provide input on how the Recreation Department could be improved and the building could be utilized. The public hearing will be held at the meeting on April 17.

5. Public Comment:

Diane Bouthot asked about the new video recording of the meetings and if any feedback had been received. TM Frost advised they have not had any feedback. Selectman Waddell asked how much it costs to video record the meetings and TM Frost advised it was \$3000 per year, which included the equipment and unlimited archiving. Waddell advised that WMRHS also does this, and uses Youtube, which costs nothing and also provides unlimited archiving.

Reuben Rajala mentioned that the bid process for the sale of the Munce's properties should be a fair and open process. He also suggested that abutters be notified first.

6. Other Business:

a) Town Manager's Update – TM Frost requested the Selectmen sign the MS232, which they did. TM Frost also had the North Country Fire Mutual Aid paperwork, which was signed by the Board.

On a motion by Selectman Waddell, seconded by Selectman Lefebvre, the board voted to reappoint Gail Wigler to the Conservation Commission for a period of three years.

On a motion by Selectman Lefebvre, seconded by Chairman Oliver, the Board voted to appoint Mike Waddell to the Town Forest Committee for a period of three years.

b) Selectmen's Updates – Selectman Waddell asked about the Munce's properties. TM Frost advised they were taken by tax deed in January, and the town will have to wait 90 days before selling, which will be mid-April. Frost advised that letters were sent to the former owner and mortgagors giving them the right to repurchase the property, and the 30 days they had to do that has passed and nobody responded. Waddell asked about the Chapman initiative and TM Frost advised that he is interested in moving business to Gorham, but she is not aware of what the business is. Frost advised the Board that they would need to decide if they want to sell the properties as a group or sell them separately and if they want to accept bids or auction them off. Waddell suggested that they accept bids, and if they are not acceptable, reject them all and hire a company to auction them.

Selectman Waddell asked about Article 3, which passed as town meeting. Waddell stated that they would need to set up a board, and have a board of appeal. TM Frost advised that the Board of Selectmen would serve as the Board of Appeal, or the Town Manager, and that none of them should serve on the original board. Frost advised that she will be meeting with John Scarinza about the article and will begin a draft.

Selectman Waddell asked about the tax exemptions that were passed in Article 4. TM Frost advised that they would be putting together an application. Waddell stated he does not see a way to reject any

application. Frost advised it is a way to spur economic growth in Coos County, and the exemption will be on the additional value of the assessment, not on the cost of the improvements. Frost will check with other communities to see if they have a form already made. Waddell asked about the assessor and having to re-evaluate properties. Frost advised that the contract includes the assessor being here once a month as part of what they already do, so they would do this during their time here.

Selectman Waddell asked if the Appalachian Trail could be on the agenda for next time. TM Frost will add it. TM Frost will also print out and include the application in the packets for the Selectmen for the next meeting.

Selectman Waddell mentioned that the Town Forest Committee and the Water and Sewer Commission have been working on obtaining a 2,000 acre parcel of land, which includes Corridor 19 and the balance of the watershed land. The property could be given to the town for no charge, provided the town surrender some property rights.

Selectman Lefebvre advised that he has received several complaints about the open cellar hole on Main Street again. Lefebvre requested that John Scarinza attend the next meeting to discuss this issue, and also the complaints about the houses in town, too.

Selectman Lefebvre requested a list of all the boards and committees and what the scope of authority is for each. TM Frost will get information from the NHMA.

Selectman Lefebvre asked about the mill. TM Frost advised that she met with them on Friday and that they cannot give the land that the playground is on to the town. They are still willing to lease the land, same as the original agreement. The mill also agreed to make a new sign to put on the fence as the trucks leave the mill property advising them not to go through Cascade Flats. They were not willing to buy a sign for the Berlin-Gorham Road, but they are going to contact Rand-McNally to change the route that the drivers are being given on their GPS, so that they do not go down through Cascade Flats. In reference to the tax payments, they do not feel they are in a position to increase the amount they are paying each week, but they will sit down and look at it on a more formal basis and decide what is agreeable.

c) Approval of Minutes (March 6, 2017) - On a motion by Selectman Lefebvre, seconded by Chairman Oliver, the Board unanimously approved the minutes of March 6, 2017.

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

On a motion by Selectman Waddell, seconded by Selectman Oliver, the Board approved the abatement for the property at 12 Mount Carter drive, owned by Tim and Alison Bernier, reducing the assessment to \$263,000 and granting a refund of \$652.93.

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

On a motion by Chairman Oliver, seconded by Selectman Lefebvre, the Board unanimously voted by roll call to move to non-public session at 7:58 pm. Lefebvre – Aye, Oliver - Aye, Waddell – Aye.

On a motion by Chairman Oliver, seconded by Selectman Lefebvre, the Board voted unanimously by roll call to come out of non-public session at 8:25 pm. Lefebvre – Aye, Oliver – 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 8:25 pm.

REVIEWED AND APPROVED:

Terry Oliver

Patrick Lefebvre

Michael Waddell