

TOWN OF GORHAM, NEW HAMPSHIRE

MINUTES OF THE BOARD OF SELECTMEN

MONDAY, April 29th, 2019, 12:30 pm

GORHAM TOWN HALL CONFERENCE ROOM

GORHAM SELECTMEN PRESENT: Chairman Michael Waddell, Judy Leblanc

ALSO PRESENT : Atty Jonathan Boutin, Mark Shea, Town Manager, John Scarinza.

Call to Order 12:30 PM

Chairman Michael Waddell called the meeting to order at 12:30 PM

Non-Public Session

Selectman Mikael Waddell made a Motion to enter into Non-Public Session pursuant to NH RSA 91-a:3, II, e. Selectperson Judy Leblanc seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

The Board returned to public session at 4:27pm with no action taken.

Selectman Adam White made a Motion to adjourn until 6:00pm this day. Selectperson Judy Leblanc seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

6:00pm the Board of Selectmen reconvened.

GORHAM SELECTMEN PRESENT: Chairman Michael Waddell, Judy Leblanc, Adam White

ALSO PRESENT : Mark Shea, Town Manger, Paul Robitaille, Diane Bouthot, Aaron Labonville, Michelle Lutz

1. Call to Order 6:00 PM

Chairman Michael Waddell called the meeting to order at 6:00 PM

2. Public Hearing

a) Amend Pole/Conduit Licenses to require payment of taxes Petition

- Chairman Michael Waddell opened the Public Hearing.
- Town Manager Mark Shea gave an update on the afore-mentioned Petition. He made the Board of Selectmen aware of a letter from Eversource and a letter from the Town of Gorham's legal counsel that stated their respective positions on the Petition.
- Petitioner, Paul Robitaille gave information about the Petition.

- Chairman Michael Waddell summarized Eversource's challenges to the Petition. He also summarized portions of the Petition that Eversource did not raise objections.

Selectperson Judy Leblanc made a Motion to accept the Petitions as written. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

3. New Business

a) Mrs. Beulah C. Johnson

Town Manager Mark Shea recognized Mrs. Beulah C. Johnson as she turned 100 years of age. The Town Manager with the assistance of Carol Porter sent flowers to Mrs. Johnson. Discussion took place that she had already received the Boston Post Cane.

b) Third reading and Action on 'Rules and Regulations for Cemeteries'

Town of Gorham Sexton, Dave Rich, summarized the location and status of the cemeteries located in Gorham. He also provided a summary of his duties and responsibilities, cemetery revenue, price of lots and burial fees. Chairman Michael Waddell suggested that a goal for the Town should be to offer cemetery information on the Town's web site. Discussion took place on the content and wording of Section 13 of the Rules and Regulations for Cemeteries. The Board agreed to change the last sentence of Section 13 to read as follows, "The cost will be a flat rate of \$100."

Selectperson Judy Leblanc made a Motion to accept the Rules and Regulations for Cemeteries as amended. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

c) Gorham Public Library Trustee appointment request

Selectmen Adam White made a Motion to appoint David Parent as an alternate Gorham Public Library Trustee. Selectperson Judy Leblanc seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

d) Zoning Board of Adjustment appointment request

Selectperson Judy Leblanc made a Motion to appoint Norman Malloy as a full voting member of the Gorham Zoning Board of Adjustment. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

e) Discussion & Action on 37 Dublin Street Sale of town property

Selectperson Judy Leblanc made a Motion to accept the deed for the sale of town property, mobile home only, located at 37 Dublin Street and to sign the deed. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

f) Action on release deeds on Arguin – Broadway Ave. and Grown[sic] - Railroad Street (pursuant to RSA 231:52)

- Town Manager Mark Shea gave an update on the status of the Grone deed. Selectperson Judy Leblanc made a Motion to pass over the action on the Steve Grone deed on Railroad Street until the next meeting. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.
- Michelle Lutz gave an update on the status of the Arguin deed. Selectperson Judy Leblanc made a Motion to pass over the action on the Denis Arguin deed on Broadway Ave. until the next meeting. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

g) Discussion and Action on placing a[sic] ADA compliant swing on the Town Common

Town Manager Mark Shea gave an update on the ADA compliant swing. Selectmen Adam White made a Motion to approve the installation of the ADA compliant swing on the Town Common provided the funds are either raised through fundraising donations with the balance to come out of the revolving fund. Selectperson Judy Leblanc seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

4. Old Business/Updates

a) CMA/snow storage

Town Manager Mark Shea updated the Selectmen on the meeting he had with the NH Department of Environmental Services to discuss the proposed snow storage operation site at public works; Lee Carroll, Buddy Holmes and Michael Waddell (via phone conference call) attended the meeting. The town manager stated the town obtained unusual authorization for a concurrent state and federal application process for this project. The town manager stated the future plan would require an Alteration of Terrain Permit because the project exceeded 50,000 square feet of land. Chairman Michael Waddell requested the town manager draft a press release for the local newspapers to update residents on the status of the snow storage project and the need to continue with the suspension of brush and leaf debris being deposited at the Gorham PWD site. The press release should also make residents aware that a free permit can be obtained at the Gorham Public Works Department (Lisa) to dump brush and leaf refuse at the Androscoggin Valley Regional Refuse Disposal District Transfer Station. Discussion took place about the viability of a "Transfer Station Sticker System" at the Gorham PWD. The town manager will inquire from neighboring towns on their sticker system and the matter will be discussed at the next selectmen's meeting.

5. Public Comment

No public comment

6. Other Business

a) Selectmen's Updates

- i. Selectmen Adam White – no update
- ii. Selectperson Judy Leblanc – no update
- iii. Chairman Michael Waddell
 - o Update on 3 hydro facilities in Gorham that will have license renewal in 4 years. He identified valuations and tax obligations of these entities and that the Town of Gorham should be aware of the status of the license process. Chairman Waddell also identified many other areas of mutual interest that the town and the hydro facilities share.
 - o Chairman Waddell spoke about the need for the Town of Gorham to be placed on the Federal Energy Regulatory Commission (FERC) notification list, so that the Town of Gorham gets timely notice of any action of the three FERC licensed hydro facilities in Gorham.

b) Town Manager's Report

- i. Discussion took place about the town independent auditor contract with Melanson Heath. The town manager explained the contract would extend out to 2020.
Selectmen Adam White made a Motion to authorize the town manager to sign the independent auditor contract with Melanson Heath. Selectperson Judy Leblanc seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.
- ii. Discussion took place about a contract with an independent contractor for the Town Clerk to conduct deed research. The Town Clerk has been sub-contracting with Sanders Searches, LLC.
Selectperson Judy Leblanc made a Motion to authorize the town manager sign on behalf of the Town of Gorham to sub-contract with Sanders Searches, LLC of Newmarket, NH. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.
- iii. The town manager presented the USDA White Mountain National Forest Service Law Enforcement Agreement with the Gorham Police Department. General discussion took place about the carry over amount from 2018 and the 2019 allotted amount.
Selectperson Judy Leblanc made a Motion to accept the terms of the USDA Forest Service Law Enforcement Agreement. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.
- iv. Town manager gave an update on the Libby Pool project. Discussion took place about the Wetlands Permit process and the likelihood that FEMA would cover the cost.
- v. Town manager gave an update on the Stony Brook project.
- vi. Town manager gave an update on the Spring Road bridge project. The project is substantially complete, but needs "seeding."

- vii. Town manager gave an update on the town's existing IT support service. He gave an overview of the number of town operating systems that have Windows Microsoft 7, and that without a Windows Microsoft 10 upgrade, the systems would be vulnerable to security threats.
- viii. The town manager notified the Board of Selectmen of the statutory mandate to establish a municipal records committee to oversee the disposition of governmental records.

Chairmen Michael Waddell made a Motion to establish a committee under NH RSA 33-A:3 and to appoint Denise Vallee, Carol Porter and Judith Leblanc to the Gorham Municipal Records Committee so established. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

Selectman Adam White made a Motion to transfer Mt. Hayes Cemetery lot 22 to Greg Lakin. Selectperson Judy Leblanc seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.


c) Approval of Minutes

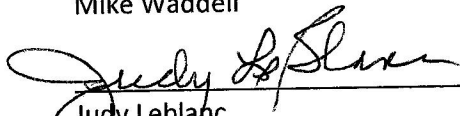
Chairman Michael Waddell made a Motion to approve the minutes of April 2, 2019 Special Meeting, April 8, 2019 Regular Meeting, April 15th, 2019 Regular Meeting, April 2, 2019 Non-Public Session (2), April 8th, 2019 Non-Public Session, April 15th, 2019 Non-Public Session. Selectman Adam White seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

7. Non-Public Session

Selectman Adam White made a Motion to enter into Non-Public Session pursuant to NH RSA 91-a:3, II, e. Selectperson Judy Leblanc seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.

REVIEWED AND APPROVED: May 28, 2019


Mike Waddell


Judy Leblanc

Adam White