

**TOWN OF GORHAM, NEW HAMPSHIRE**

**MINUTES OF THE BOARD OF SELECTMEN**

**MONDAY, June 10, 2019, 6:00 PM**

**GORHAM TOWN HALL CONFERENCE ROOM**

**GORHAM SELECTMEN PRESENT: Chairman Michael Waddell, Judy Leblanc**

**ABSENT: Adam White (excused)**

**ALSO PRESENT: Diane Bouthot, Michelle Lutz, PJ Cyr**

**1. Call to order 6:00 PM**

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

**2. New Business:**

**a) Abatements**

Michelle Lutz requested that the Board of Selectmen pass-over abatements filed by Brian and Karen Gagnon of 20 Lancaster Road and John and Jeri Loven of 250 Gorham Hill Road as she has questions for KRT to clarify. The Board agreed to pass over until the next meeting on June 24, 2019. General discussion took place about the remaining abatements.

**Selectperson Judy Leblanc made a Motion to accept KRT's recommendations on the following abatements:**

John Coffey	9 Gorham Heights Road	Granted
Leo Lozier	12 Pine Street	Granted
Leonard & Carol LaCroix	88 Main Street	Denied
Paul & Shelli Fortin	119 Glen Road	Denied
Barbara & Frank Christina	111 Glen Road	Denied
Mark & Susan Hull Revocable Trust	126 Glen Road	Granted
George Ramsay & Sons, Inc	24 Promenade Street	Granted
Gregory & Heather Alnwick	4 Woodbound Road	Granted
Melinda Carlson	65 Crestwood Drive	Granted
DS Balfour NH Holdings, LLC	370 Main Street	Granted
Stephen & Carol Romano	121 Glen Road	Denied

**Chairman Michael Waddell seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.**

**b) Amendment to Tax Warrant**

Michelle Lutz gave a summary of the status of the tax warrant. She explained changes had to be made because of elderly exemptions, DS Balfour abatement, KRT changes to pick-ups. Michelle informed the Board that tax bills were sent on June 10, which was three days

before the June 13<sup>th</sup> deadline. The Board requested that Michelle create a schedule for the 2020 tax warrant and request that KRT make the town of Gorham a priority.

**Selectperson Judy Leblanc made a Motion to accept the amended tax collector's warrant. Chairman Michael Waddell seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.**

**c) Board of Selectmen Rules of Procedure Policy – (1<sup>st</sup> Reading)**

Town Manager Mark Shea provided a summary of the policy.

**Selectperson Judy Leblanc made a Motion to accept the first reading of the policy. Chairman Michael Waddell seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.**

**d) Sale of DPW Dodge 1500**

The Town Manager informed the Board that the Town received one bid for the sale of the 2006 Dodge pickup truck in the amount of \$105 from Zach Binette.

**Selectperson Judy Leblanc made a Motion to accept the bid of \$105 for the sale of the DPW Dodge 1500 to Zach Binette. Chairman Michael Waddell seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.**

**e) UCC Congregational Church is seeking support for an LCHIP Grant**

Mike Conely of the Congregational Church provided an overview of the church project to restore the belfry. He informed the Board that the church was just designated as an historical building and they have plans to apply for a LCHIP (Land and Community Heritage Program) Grant from the State of New Hampshire. Mr. Conely was there on behalf of the church to request a letter of support from the town's elected officials as it was a part of the grant application package.

**Selectperson Judy Leblanc made a Motion to ask the Town Manager to write a letter of support in favor of the UCC Congregational Church for the purpose of including it in their LCHIP Grant application. Chairman Michael Waddell seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.**

**3. Old Business/Updates:**

**a) Stony Brook Road**

The Town Manager informed the Board that he was in receipt of five (5) bids for the Stony Brook Road Project. He identified the lowest bidder as Gordon T. Burke and Sons, Inc. with a bid of \$345,583. The Board discussed the base bid plus alternate work recommended by HEB Engineers.

**Selectperson Judy Leblanc made a Motion to award the Stony Brook Road Reconstruction bid to Gordon T. Burke and Sons, Inc. for their project base bid plus the three (3) bid**

**alternates in the amount of \$345,583. Chairman Michael Waddell seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.**

**b) CMA/snow storage**

**Selectperson Judy Leblanc made a Motion to pass-over the CMA/snow storage agenda item. Chairman Michael Waddell seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.**

**4. Public Comment: In consideration for all please limit comments to 2 minutes**

Diane Bouthot stated the budget committee typically receives budgetary information from non-profit organizations during the annual budget process. She stated that she would like the same information from the Fourth of July Committee as they are also a non-profit organization that requests money from the town. Chairman Michael Waddell advised the information is available and the budget committee would be furnished with the information upon a formal request.

**5. Other Business:**

**a. Selectmen's Updates**

None submitted.

**b. Town Manager's Report**

1. The Town of Gorham website will be active.
2. Department heads will be meeting with Todd Selig (Town Administrator for the Town of Durham) on June 12th for an introduction to LEAN process concepts.
3. The Gorham EMS Department will be extending the job posting for their EMT vacancy for two more weeks.
4. Long time Department of Public Works employee, Peter Dupont, will retire on June 17<sup>th</sup>, 2019. He was employed by the Town of Gorham on July 29<sup>th</sup>, 1988.
5. The Town Manager presented the Board with information about nearby municipal transfer stations and a brief overview of their operations.

**c. Approval of Minutes (May 23, 2019 Emergency Meeting, May 28, 2019 Regular Meeting, May 28, 2019 Non-Public Session)**

The May 28, 2019 Regular Meeting minutes were not available.

**A motion was made by Selectperson Judy Leblanc to accept the March 23, 2019 Emergency Meeting minutes and the May 28, 2019 Non-public Session minutes as printed. Chairman Michael Waddell seconded the Motion. All Selectmen voted in favor of the Motion. Motion passed.**

**6. Non-Public Session: RSA 91-a:3, II, a,b,d,e [If Needed]**

**Motion was made by Selectman Judy White to enter into Non-Public Session pursuant to NH RSA 91-A:3, II, a and I. The Motion was seconded by Selectperson Michael Waddell. All Selectmen voted in favor of the Motion. Motion passed.**

The Board returned to public session at 8:15 pm.

Selectman Judith LeBlanc made a motion to seal the minutes of the Non-Public Session. The motion was seconded by Chairman Michael Waddell. A roll call vote was taken. Selectman Judy LeBlanc voted yes and Chairman Michael Waddell voted yes. Motion Passed.

**7. Adjournment**

At 8:19 pm, Chairman Michael Waddell made a motion to adjourn. It was seconded by Judith LeBlanc. A roll call vote was taken. Chair Michael Waddell voted yes and Judith LeBlanc voted yes. Motion Passed.

**REVIEWED AND APPROVED: July 8<sup>th</sup>, 2019**

  
Michael Waddell  
Judy LeBlanc

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Adam White