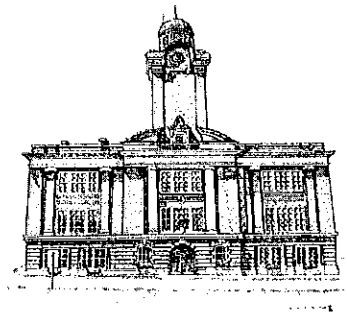


Town of Gorham New Hampshire



VIRTUAL MEETING OF THE GORHAM BOARD OF SELECTMEN Gorham Town Hall Public Meeting Room 2nd Floor Wednesday, May 27, 2020 5:00 p.m.

SELECTMEN PRESENT: Michael Waddell; Judy LeBlanc; and Adam White.

STAFF MEMBERS PRESENT: Denise Vallee, Town Manager

1. Non-Public Session - 5:00 p.m.

Nonpublic Session under RSA 91-A:3, II(a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted; and (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.*

2. Public Session Call to Order - 6:00 p.m.

Chairperson Waddell called the public session to order at 6:02 p.m.

3. New Business

a. **Announce any action taken in Non-Public Session**

None.

b. **Presidential OHRV Club, Offer**

Denise Vallee informed the board that the OHRV Club is looking to help the Town out and consider themselves an essential part of the Town of Gorham. She added that they have offered to provide assistance in cleaning up the park in Cascade Flats. She provided an overview of what the assistance would entail.

MOTION: Selectman LeBlanc moved to accept the offer from the OHRV Club with gratitude. It was seconded by Selectman White.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

The motion carried. (3-0-0).

c. Sidewalk Project: Complete Streets / Grant Match / Authorization

Ms. Vallee distributed documents relating to the project. She stated that initially they were looking at approximately \$100,000 match. She provided information regarding the discussions had regarding the project, including what the final project is anticipated to look like and the way it could influence the match amount. Discussion was had regarding the impacts the project would have on parking on Main Street, keeping in mind the anticipated parking study that is planned to commence in the near future.

Ms. Vallee noted that they are doing outreach efforts to different programs in order to receive funds to complete the project. She concluded that \$194,000 would be the maximum match amount. Discussion was had regarding the rationale for completing the sidewalk project, including most importantly the draw it would have for businesses to want to set up shop in the Town of Gorham.

MOTION: Selectman LeBlanc moved to authorize Denise Vallee, Town Manager, to be the authorized signor for the NBRC Economic and Infrastructure Development Investment Program Grant Application, and to submit and sign any subsequent documents related to said Grant, including any investment documents that bind the Town. It was seconded by Selectman White.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

The motion carried. (3-0-0).

d. Sale of 1991 Kenworth Fire Truck

Ms. Vallee indicated that Shelburne is voting on this tomorrow night, and the amount would be \$26,000. Discussion was had regarding the rationale for selling the truck at the current time, as well as the impact that would cause to the Town of Gorham, since it is their only tanker, and the new tanker won't be delivered until August 2020.

MOTION: Selectman LeBlanc moved to authorize Denise Vallee to draw up a Bill of Sale for the truck, and to sign the Title over. It was seconded by Chairperson Waddell.

Selectman LeBlanc: Aye

Selectman White: Abstain

Chairperson Waddell: Aye

The motion carried. (2-1-0).

e. Hands-Free Bathroom Facilities

Ms. Vallee indicated that they are waiting to see what type of response another Town has, as they have requested GOFERR money to cover the expense for the renovation. She noted that, if they do receive fund approval, she would like to perform the same conversion to their Town Office bathrooms, prior to reopening, as well as other public facilities around the town that are located in different Town Departments that get frequent foot traffic. Discussion was had regarding whether they should move forward with the request and what steps would need to be taken, including the cost of all the hands-free devices.

4. Old Business/Updates

a. Building Permits - Fee Schedule

Chairperson Waddell indicated that they have the final Building Permit - Fee Schedule. Discussion was had regarding the schedule that was distributed to the Board.

MOTION: Chairperson Waddell moved to accept the Building Permit - Fee Schedule draft, as orally amended. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

The motion carried. (3-0-0).

MOTION: Selectman White moved to waive any required permit fees exceeding \$35 for one year, from June 1, 2020 to May 31, 2021, in order to promote development for both commercial and residential property in the Town of Gorham. It was seconded by Selectman LeBlanc.

Selectman LeBlanc: Aye

Selectman White: Aye

Chairperson Waddell: Aye

The motion carried. (3-0-0).

Ms. Vallee indicated that now that this has been signed, and the waiver has been approved, she will prepare the flyers relaying the fee waiver. She added that they will get posted on Monday, June 1, 2020.

5. **Public Comment:** There will be a 5-minute recess so that Public Comments can be sent in via email to townmgr@gorhamnh.org or by dialing in. Any comments received will be read. Telephonic comments should be limited to 2 minutes or less, and everyone should identify themselves.

None.

6. Other Business:

a. Town Manager's Report

- Ms. Vallee indicated that COVID-19 has been very time-consuming. She noted that Kathy Frenette is in the process of submitting April and May expenses, and is working on completing the accounting regarding employee wages.
- Ms. Vallee noted that the First Responders Stipend will be received in June, in a lump sum.
- Ms. Vallee informed the Board that she has sent emails to the local businesses regarding the Main Street Relief Program, reminding them of the impending Friday, May 29, 2020 deadline.
- Ms. Vallee announced that it is Public Works Appreciation Week, and that, as a result, they were provided lunch on behalf of the Town today.

b. Abatements - Maniscalco / Demers

Ms. Vallee indicated they are adjustments. Ms. Vallee stated that one is an estate of a recently deceased individual. She described that it is a deteriorated worthless mobile home wherein the mobile park owner is

seeking a permit to demolish it. She went on to state that outstanding taxes through 2019 on the mobile home have been paid, and all that is left due and owing is the first half of 2020 taxes, \$324.19. Discussion was had regarding the current value and habitability of the structure, as well as the fact that this may not be ripe for the Board's decision, given the ownership status. Chairperson Waddell informed Ms. Vallee that once the trailer has been demolished and removed, she can readdress the request to abate the taxes with the Board.

Ms. Vallee said the second one is in regards to Bob Demers' Revocable Trust, for \$86.12. She described that there was a mobile home that was demolished in 2019, but, due to the COVID pandemic, the Assessors have been unable to enter data, prior to preparation of first-half 2020 taxes.

MOTION: Selectman LeBlanc moved to abate \$86.12 on property located at 602 Main Street, G:13:43:1. It was seconded by Selectman White.

**Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye**

The motion carried. (3-0-0).

c. Approve Minutes of May 18, 2020 (Regular & Non-Public Hearing)

MOTION: Selectman White moved to accept the Minutes of the May 18, 2020 Regular and Non-Public Hearing. It was seconded by Selectman LeBlanc.

**Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye**

The motion carried. (3-0-0).

7. Non-Public Session

MOTION: At 6:42 pm Selectman White moved to go back into non-public session, under RSA 91-A:3, II(a) and (e). It was seconded by Selectman LeBlanc.

**Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye**

The motion carried. (3-0-0).

*Nonpublic Session under RSA 91-A:3, II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted; and (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.*

8. Public Session

MOTION: At 7:40 PM, Mike Waddell made a motion to resume Public Session and to seal the minutes of the Non-Public Session as they regard to Top Furniture, Inc., until such time as settlement is reached. Adam White seconded it.

Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye

The motion carried. (3-0-0).

9. **MOTION:** At 7:41 PM, Adam White made a motion to adjourn, Judith LeBlanc seconded it.

Selectman LeBlanc: Aye
Selectman White: Aye
Chairperson Waddell: Aye

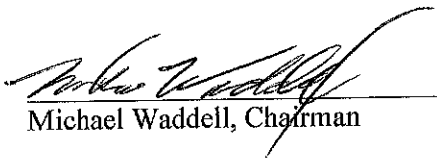
The motion carried. (3-0-0).

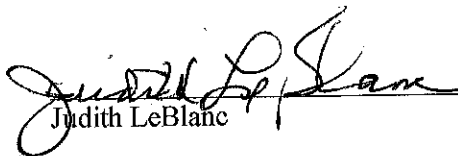
Respectfully Submitted,

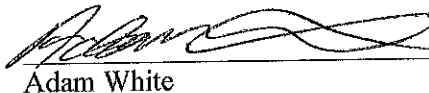
Victoria O'Connor, Recording Secretary
O'Connor Legal, Medical & Media Services LLC
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(603) 865-1255

Minutes approved June 8, 2020:

GORHAM BOARD OF SELECTMEN


Michael Waddell, Chairman


Judith LeBlanc


Adam White