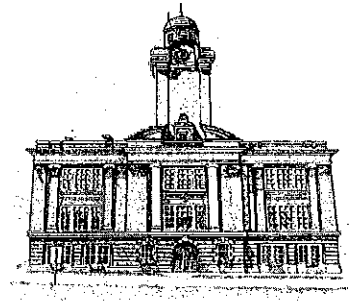


# Town of Gorham New Hampshire



## VIRTUAL MEETING OF THE GORHAM BOARD OF SELECTMEN Gorham Town Hall Public Meeting Room 2nd Floor Monday, November 23, 2020 5:00 p.m.

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

**STAFF MEMBERS PRESENT:** Denise Vallee, Town Manager; and Adam Marsh, Chief of Police

**OTHERS PRESENT:** Brian Ruel (telephonically); and Katie Lamb, North Country Council (via Zoom)

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### 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; (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community; 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 any body 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 6:06 p.m.

### 3. New Business

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

None.

#### b. **Parking Fines**

Chief Adam Marsh provided a background regarding the winter parking ban fines, and indicated that they seemed to be excessive. He proposed that the amended fine amounts for the violations would be:

- \$10 for first offense, with vehicle removed at the PD's discretion.
- \$25 for second offense, with vehicle removed at the PD's discretion.
- \$50 for third and subsequent offense, with vehicle removed and towed by PD, especially when active snow removal is being performed.

Discussion was had regarding the proposal. Chief Marsh indicated he will amend the wording, as discussed.

**MOTION:** Selectman White moved to approve the change in fines for winter parking ban violations, to reflect \$10 for first offense, \$25 for second offense, and \$50 for third and subsequent offenses. It was seconded by Selectman LeBlanc.

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

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

**c. Snowmobile Route Map**

Brian Ruel discussed the maps that were distributed, as well as the letter he sent. He pointed out challenges faced on the routes, to include signage. Discussion was had regarding the maps and proposed routes, including avoiding snowmobile traffic on sidewalks and business access.

**d. Parking Study Report**

Katie Lamb made a presentation regarding the findings of the parking study. Ms. Lamb touched on the purpose and timeline of the study, mission statements, what the study entailed and the scope, the results of the study, as well as the recommendations. Discussion was had regarding the NCC grant, as well as participation and underutilized parking.

**4. Old Business/Updates**

**a. Tax Rate Setting**

Ms. Vallee went over the changes in the tax rates between 2018 and 2020.

**MOTION:** Selectman LeBlanc moved to accept the Warrant for the setting of the tax rate at \$31.85 per 1,000. It was seconded by Selectman White.

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

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

**b. Coos County Broadband Committee**

Ms. Vallee indicated she spoke to Jen Fish at the County last week, who was going to be meeting with the founding members of this Committee. She is awaiting further correspondence from her. She went over the discussion she had.

**c. Personnel Policy: On-Call Policy**

Discussion was had as to the fact that the policy would cover full-time employees, as well as issues surrounding the Drug and Alcohol Testing Policy.

**MOTION:** Selectman White moved to accept the Town of Gorham On-Call Stipend Policy with the change in Section C to state whatever Drug and Alcohol Policy is currently in effect. It was seconded by Selectman LeBlanc.

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

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

Chairperson Waddell went over what the On-Call Stipend Policy entails.

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 the Chamber was distributing PPE to local businesses, and had provided some disinfecting products and PPE to the Town Offices.
- Ms. Vallee inquired as to when to schedule budget reviews by the Board of Selectman. She suggested December 7, December 14, December 21, and the week of December 28. Discussion was had regarding when the proposed budgets would be available. The schedule was made for December 7, December 14, December 21, and December 30. Ms. Vallee noted that she would send out calendar invites, including which Departments would be participating on which dates.

b. **Sign Abatement for P & L Cote Land & Partnership, LLC**

Ms. Vallee explained the abatement.

**MOTION:** Selectman White moved to accept the abatement. It was seconded by Selectman LeBlanc.

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

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

c. **Approve Minutes of November 9, 2020 (Regular and Non-Public Hearing) and October 28, 2020 (Non-Public)**

**MOTION:** Selectman White moved to accept the Minutes of the November 9, 2020 Regular and Non-Public Hearing, as well as the Minutes of the October 28, 2020 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 7:18 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; (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community; 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 any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.*

Respectfully Submitted,

Victoria O'Connor, Recording Secretary  
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(603) 865-1255

Approved by Board of Selectmen on December 7, 2020:

  
Michael Waddell, Chairman

  
Judith LeBlanc, Selectman

  
Adam White, Selectman