

**TOWN OF GORHAM
SELECT BOARD
NON-PUBLIC SESSION**

DATE OF NON-PUBLIC SESSION: APRIL 10, 2023

Present: Chairman Michael Waddell, Selectperson Judith LeBlanc, Selectman Yves Zornio (joined at 5:00 pm), Town Manager Denise Vallee; Per Diem Town Manager Peter Gagnon; Assessing Technician Michelle Lutz; Foreman Joseph Ramsey

At 4:35 pm, the meeting was opened by Chairman Waddell.

VOTE TO GO INTO NON-PUBLIC SESSION: At 4:30 pm. Selectperson LeBlanc made a motion to go into non-public session under RSA 91A:3, II, a, b & c. The motion was seconded by Chairman Waddell. A roll call vote was taken. Selectperson LeBlanc voted yes. Chairman Waddell voted yes. Motion Passed.

RSA 91-a:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.

Discussion: 2022 Abatements

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.

Discussion: Highway Department Staffing

At 5:31 pm, Selectman Zornio made a motion to recess the non-public session. The motion was seconded by Selectperson LeBlanc. A roll call vote was taken. Selectperson LeBlanc voted yes. Selectman Zornio voted yes. Chairman Waddell voted yes. Motion Passed.

VOTE TO RETURN TO NON-PUBLIC SESSION: At 6:24 pm. Selectperson LeBlanc made a motion to go into non-public session under RSA 91A:3, II, a. The motion was seconded by Selectman Zornio. A roll call vote was taken. Selectperson LeBlanc voted yes. Selectman Zornio voted yes. Chairman Waddell voted yes. Motion Passed.

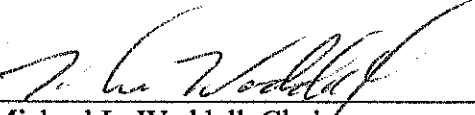
RSA 91-a:3, II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Discussion: Code Enforcement Department

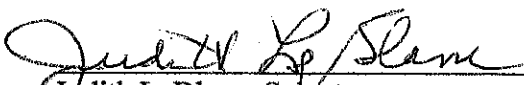
At 7:12 pm, Selectperson LeBlanc made a motion to adjourn the non-public session. The motion was seconded by Selectman Zornio. A roll call vote was taken. Selectperson LeBlanc voted yes. Selectman Zornio voted yes. Chairman Waddell voted yes. Motion Passed.

The meeting was adjourned at 7:13 pm.

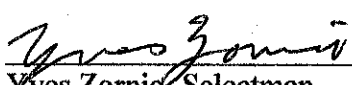
Minutes approved on May 3, 2023 by:



Michael L. Waddell, Chairman



Judith LeBlanc, Selectperson



Yves Zornio, Selectman

Prepared by: Denise M. Vallee



Town of Gorham New Hampshire

PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN **Gorham Town Hall Public Meeting Room 2nd Floor** **Monday, April 10, 2023** **4:30 p.m.**

SELECTMEN PRESENT: Michael Waddell; Yves Zornio; and Judy LeBlanc.

STAFF MEMBERS PRESENT: Denise Vallee, Town Manager; Peter Gagnon, Town Manager in Training; and Michelle Lutz.

1. Non-Public Session - 4:30 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; (b) The hiring of any person as a public employee; and (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*

2. Public Session Call to Order - 5:30 p.m.

Chairperson Waddell called the public session to order at 5:35 p.m.

3. New Business

a. Announce Action, if any, Taken in Nonpublic Session

None.

b. Organizational Meeting - Selectmen's Representative Appointments & Appointments to Boards/Committees

MOTION: Vice-Chair LeBlanc moved to appoint Michael Waddell as Chairperson of the Board of Selectmen. It was seconded by Selectman Zornio.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

MOTION: Vice-Chair LeBlanc moved to appoint Michael Waddell as Chairperson of the Board of Selectmen. It was seconded by Selectman Zornio.

**Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye**

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

MOTION: Selectman Zornio moved to appoint Judy LeBlanc as Vice-Chairperson of the Board of Selectmen. It was seconded by Chairperson Waddell.

**Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye**

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

MOTION: Selectman Zornio moved to appoint Gail Wrigler to the Conservation Commission for 3 years. It was seconded by Vice-Chair LeBlanc.

**Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye**

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

MOTION: Vice-Chair LeBlanc moved to appoint Michael Waddell to the Forest Committee for 3 years. It was seconded by Selectman Zornio.

**Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye**

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

MOTION: Vice-Chair LeBlanc moved to appoint Michael Waddell as the Representative of the Planning Board for 1 year and Yves Zornio as the Alternate for 1 year. It was seconded by Selectman Zornio.

**Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye**

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

MOTION: Selectman Zornio moved to appoint Judith LeBlanc as the Representative of the Budget Committee for 1 year and Michael Waddell as the Alternate for 1 year. It was seconded by Vice-Chair LeBlanc.

**Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye**

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

MOTION: Vice-Chair LeBlanc moved to appoint Yves Zornio as the Representative of the AVRDD for 1 year and Michael Waddell as the Alternate for 1 year. It was seconded by Selectman Zornio.

Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye

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

MOTION: Selectman Zornio moved to appoint Judy LeBlanc to the Economic Action Committee for 1 year. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye

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

MOTION: Chairperson Waddell moved to appoint himself and Derek Eastman, and reappoint all the other existing members to the Destination Management Committee for 1 year. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye

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

MOTION: Chairperson Waddell moved to appoint Yves Zornio, Paul Robitaille, Howie Wemyss, Denise Vallee, Lee Carroll and David Backler to the Energy Committee for 1 year. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye

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

c. Organization Chart

Denise Vallee distributed an organizational chart to the Board, who approved it and signed it.

d. Land Acquisition Project

Chairperson Waddell provided a background regarding the Land Acquisition Project for four Bayroot LLC properties to be added to the Town Forest.

MOTION: Vice-Chair LeBlanc moved to approve and support the acquisition of 1,109 acres with the Conservation Fund. It was seconded by Selectman Zornio.

Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye

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

Ms. Vallee indicated she got an email from Neal Bungard of the Community Forest this afternoon; where he said they received more than 25 applications across the country, and in only two other years since 2012 were there more applications submitted than that. Total ask for project acquisition funds is \$10.8 million and Community Forest was funded for \$6 million this year.

e. Building Permit Applications

Chairperson Waddell went over the process that they are undertaking to review and/or approve the Building Permit Applications. He added that Chief Phil Cloutier is willing to take the simpler Applications or ones that only pertain to the Fire Department and sign off on them.

MOTION: Selectman Zornio moved to authorize Phil Cloutier to sign, as the Interim Code Enforcement Officer working with Chairperson Waddell, such Applications that are ready to be approved. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

- **Home Occupation - Bob Gargano - Railroad Street**

All abutters have been notified and have until tomorrow to respond. Tabled to the next meeting.

- **Catherine Witsoe - Trailer Placement**

Chairperson Waddell and Chief Cloutier went and walked the property. He provided the survey to the Board.

MOTION: Vice-Chair LeBlanc moved to approve the Permit for Catherine Witsoe's trailer placement. It was seconded by Selectman Zornio.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

- **315 Main - Building on the corner of Main and Bellevue - Koxarakis - 4 Short-Term Rentals**

Chairperson Waddell provided background on the property and the proposed plans and anticipated completion dates.

MOTION: Selectman Zornio moved to approve the Building Permit on 315 Main. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

- **Mr. Pizza - 3 Permits (Electrical, Mechanical, and Plumbing)**

Chairperson Waddell went over the meeting that took place regarding the property.

MOTION: Vice-Chair LeBlanc moved to approve the three Permits for Mr. Pizza. It was seconded by Selectman Zornio.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

- **Jessica & Greg Leneer - 7 Pleasant Street**

Chairperson Waddell indicated he went to the site with KRT and provided background on the property. He concluded that the work done inside does not justify another Permit and that his recommendation is to drop the enforcement action.

MOTION: Selectman Zornio moved to drop the enforcement action on 7 Pleasant Street. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

- **Gary Markosyan - 240 Main Street – Former Mini Golf - Demolition Permit**

Chairperson Waddell indicated he has already signed the Permit. He went over what was to be demolished and what was to take place in order to accomplish it, including clearing of the site. He discussed the intentions for the property, which is a single-family residence.

- **Andrew Vanikiotis -Driveway Permit**

Chairperson Waddell indicated that part of the Permit is meeting the Fire Chief's specifications. He added that it will go to the Planning Board for their approval.

- **John Paiva - Shingles and Siding**

MOTION: Vice-Chair LeBlanc moved to approve the Permit for shingles and siding for John Piva. It was seconded by Selectman Zornio.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

- **Milton Rents - Certificate of Occupancy - Carwash**

Chairperson Waddell indicated that Chief Cloutier issued the CO.

- **Christian Corriveau - Site Plan - 101 Main Street**

Michelle indicated that he's going for a site plan because he's moving from a coffee shop to a full restaurant at his location. She went over the Building Permit which allows the relocation of one bathroom wall to make the room ADA-compliant. Discussion was had regarding the impact on the structure if the wall is relocated.

MOTION: Selectman Zornio moved to approve the Permit on 101 Main Street for Christian Corriveau. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye

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

- **Bob Chapman - Old Currier Building - Interior Renovations**

Chairperson Waddell went over the proposed work on the property.

MOTION: Selectman Zornio moved to approve the Permit for Bob Chapman. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye

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

- **Mike Mallet - 25 Glen Road - Wiring Apartment Number 5 - Electrical Permit**

MOTION: Selectman Zornio moved to approve the Electrical Permit at 25 Glen Road. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye
Vice-Chair LeBlanc: Aye
Chairperson Waddell: Aye

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

- **Hameny Patel – 130 Main Street, Renovate restaurant into a residence**

Chairperson Waddell indicated he is in front of the Planning Board next Thursday for a site plan review for change of use. Discussion was had regarding the property and what previous renovations were completed on it.

- **AVH Clinic Renovation - Enforcement Unit**

Chairperson Waddell indicated they will be visiting that as an ongoing project.

- **Tan Tuan - Leasing Old Burger King to open Asian Buffet - Electrical Permit & Demolition Permit**

Chairperson Waddell indicated they will be meeting with the tenants and the owners by Monday.

- **Code Enforcement on Banners - White Mountain Stove Shop**

Chairperson Waddell indicated this site will be visited to see if there's an issue and will send a letter if there is one to the owners.

- **14 Second Street - Cascade - Kathy McDonald - 7 New Windows to be Installed**

MOTION: Vice-Chair LeBlanc moved to approve the Permit for 7 new windows for 14 Second Street. It was seconded by Selectman Zornio.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

- f. NBRC Grant - Change Authorized Signer and Point of Contact**

Ms. Vallee stated that they initially had Denise Vallee and Kathy Frenette as the contact person and authorized signer. She went on to say that the change would be Bronson Paradis and Peter Gagnon to be the contact person and authorized signer, and that it would have to be voted on and signed by the Board to make the change effective June 19, 2023.

MOTION: Vice-Chair LeBlanc moved to approve the change to Peter Gagnon and Bronson Paradis as contact person and authorized signer respectively on the NBRC Grant. It was seconded by Selectman Zornio.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

- 4. Old Business/Updates, if any**

None.

- 5. Public Comment: Those in attendance will have the opportunity for public comment of two (2) minute or less.**

None.

- 6. Other Business**

- a. Review and Approve Minutes: March 27, 2023 (public and nonpublic).**

MOTION: Selectman Zornio moved to approve the minutes of March 27, 2023 (public and nonpublic). It was seconded by Chairperson Waddell.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Abstain

Chairperson Waddell: Aye

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

b. Abatements and Appeals, if any.

Chairperson Waddell has indicated that the Board has received a spreadsheet on all commercial and residential appeals that have been made. He noted that once they have been reviewed and received recommendations from Commercial and Residential Appraisals, action will be taken.

c. Town Manager Report

- **Appropriations as Voted at Town Meeting (MS-737 Report)**

Board signed.

- **Stony Brook Update**

Ms. Vallee indicated she has the next-to-last bill for the preliminary RFP work and that she signed off on the Wetlands Permit for the project.

- **Solar Project**

Ms. Vallee indicated, as part of the USDA Grant Application, the Town had to get two other proposals, and that the company doing the Ed Fenn (elementary school, SAU#20) Solar Project came in with a cost for the project of \$152,000 instead of \$219,000. She went on to state that they do not need to apply for the USDA Grant and that instead they will do the CDFA loan for the non-Federal match, coupled with the \$30,000 out of the capital reserve fund. She added it should cost the Town \$16,000 for the whole project. Discussion was had regarding the scheduling of the project.

- **BTTLA Certification - Bill Semiannually & No Supplemental Tax Warrants**

Copy of form from the Tax Collector provided to the Board

7. Non-Public Session

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.*

MOTION: Selectman Zornio moved to return into nonpublic session at 6:24 p.m. It was seconded by Vice-Chair LeBlanc.

Selectman Zornio: Aye

Vice-Chair LeBlanc: Aye

Chairperson Waddell: Aye

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

Respectfully Submitted,

Victoria O'Connor, Recording Secretary
O'Connor Legal, Medical & Media Services Inc.
www.oconnorlmms.com

Reviewed and approved on May 3, 2023 by:



Michael L. Waddell, Chairman



Judith LeBlanc, Vice Chair



Yves Zornio, Selectman