



Town of Gorham New Hampshire

PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN
Gorham Town Hall Public Meeting Room 2nd Floor
Monday, June 12, 2023
4:30 p.m.

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

STAFF MEMBERS PRESENT: Peter Gagnon, Town Manager; and Jeff Stewart.

ALSO PRESENT: Edith Tucker; Kathleen Kelly, Community Power; Adam White; Ron Arguin; Bill Newman; and Steve Regan

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.

3. New Business

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

- I. Chairperson Waddell read a letter of acceptance regarding a settlement discussed in nonpublic session. It reads as follows:

"The Gorham Board of Selectmen approve and accept the 50/50 settlement proposal with the DHHS for 5 McCloud Street, the property in Gorham, NH. The property was put out to bid by Tax Deed in June 2022. Mr. Gregory Stiles of 843 Valley Road in Randolph, NH was the winning bidder with the bid of \$10,101."

MOTION: Selectman Zornio moved to approve the settlement, as outlined above. It was seconded by Vice-Chair LeBlanc.

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

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

II. Proposed Memorandum of Understanding negotiated by the Town Manager which reads as follows:

"The purpose of this Memorandum is to clearly state the conditions mutually agreed to by the Gorham Selectmen and the Gateway Trailer Park (Wallace and Nathan Corrigan) on May 23rd, 2023 while in nonpublic Selectman's meeting. The Town of Gorham agrees to transfer two mobile home trailers by Quitclaim Deed to the Gateway Trailer Park, Corrigan's, under the following conditions:

- 1) The Doak trailer will be transferred for \$1 and shall be removed by the Gateway Trailer Park or their Agents from the property by October 1st, 2023.
- 2) The Connelly trailer will be transferred for \$2500 to the Gateway Trailer Park. This trailer may be remodeled and refurbished as needed for occupancy.
- 3) The Gateway Trailer Park will pay any filing registry fees for these Quitclaim Deeds.
- 4) The Town of Gorham acknowledges the receipt of payment by check for these two trailers on May 24, 2023."

Chairperson Waddell clarified that the taking of these properties is for the trailers, not the real estate underneath them. Edith Tucker inquired as to the total amount received via check, to which he responded \$2,501.

MOTION: Selectman Zornio moved to approve the Memorandum of Understanding, as written. It was seconded by Vice-Chair LeBlanc.

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

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

b. Jeff Stewart, Playground Update and Bid Review

Jeff Stewart provided a quick overview regarding the playground. He indicated that the RFPs were sent out and questions and answers have been going back-and-forth between Mr. Stewart and the Bidders. He noted that the price doubled since the original quotes received in 2019, and explained what his remedy was for addressing the increase. He stated that the timeframes that the 3 companies have provided for completing the project as: November, late summer, late fall. Discussion was had as to when to expect the revised numbers from the Bidders.

Mr. Stewart added that once the playground is completed, then he intends on putting out RFPs for the information booth bathrooms and the one handicap-accessible bathroom, with an additional storage room. Mr. Stewart noted that they hired Andrea Pearl to replace Katie Kennison the week of June 26th, and provided background on her.

c. Kathleen Kelly, Community Power Presentation

Peter Gagnon indicated that he had a meeting with Kathleen Kelly earlier in the week, and that she intends to be at the meeting tonight. The Board decided to move onto other items for now.

Kathleen Kelly indicated she is part of the Androscoggin Valley Energy Collaborative. She gave a brief background regarding the Androscoggin Valley Energy Collaborative, and why they have chosen Community Power Coalition of NH to address energy concerns in the area. Discussion was had regarding ownership and management of energy in the region.

Ms. Kelly continued on with her presentation, introducing the Community Power Aggregation Agreement. She provided the ways in which they would accomplish this Agreement, to include working with Community Power Coalition of NH. She brought up the issue of solar arrays and the need for net metering.

Ms. Kelly inquired whether any Selectmen would be interested in joining the Collaborative to work out the Aggregation Agreement. Selectman Yves expressed his desire to join that group.

Ms. Kelly spoke about the Joint Powers Agreement and what impact that made in the region. She requested that the Town review the Agreement and sign it, if they are interested.

d. Railroad Street Parking Discussion

The Board went through the questions and had a general discussion regarding the Railroad Street Parking. Chairperson Waddell noted that the goal is to give the Town Manager direction on what the Board wants. The questions/discussion points were as follows:

- Affordable housing shortage throughout the Town is comingled with the lack of parking. Therefore, adding parking to Railroad Street would free up other parking throughout Town, and thereby removing a current roadblock in creating more affordable housing.
- Housing Opportunity (HOP) Grant - approx. \$30,000 - to develop Parking Plan in Gorham.
- Long-term parking issues on Railroad Street.
- Ordinance changes to amend 400-foot buffer of dependable parking on Exchange Street building.
- Required permits issued from the Town in designated areas, including charged amounts and number of spaces so designated.

Discussion was had regarding the need for permits and charging for them, including who should be allowed to receive a permit. Further discussion was had

regarding how much parking to provide, how to designate the parking spots, and the difference between concrete and gravel parking spots. Chairperson Waddell request Mr. Gagnon to research appropriate rates for overnight parking.

Discussion was had regarding extending the sidewalk on Railroad Street.

Chairperson Waddell spoke about a request received from the Family Resource Center related to the 4th of July event, regarding blocking off where they're parking from the 4th of July vehicles. Mr. Gagnon indicated that Nathan has no problem cordoning off part of the street.

Chairperson Waddell requested that Mr. Gagnon talk to the Family Resource Center regarding an annual parking pass and a minimum number of spaces that would be parking for FRC, which would include all occupants of the building.

Ron Arguin at 56 Railroad Street inquired regarding the line that was put down the street. Chairperson Waddell responded that what the Town doesn't need, the Town will give it to the abutter for the cost of the survey and lot line adjustment. Mr. Arguin added that he was intending on building a two-car carport and has a Permit Application in with the Town. Discussion was had regarding the distance between the line as it exists today and the house, as well as the proposed carport.

Bill Newman inquired whether parking will be limited to cars, as opposed to vans and trailers. Chairperson Waddell indicated that would be something that would be considered at a public hearing. Discussion was had regarding the different types of vehicles and what could be possible parameters for obtaining a Parking Permit.

Steve Regan, 54 Railroad Street stated that he just wanted to attend the meeting to be informed as to what's going on. He voiced his opinion regarding the sidewalk proposal. He clarified that the cars would be on the opposite side of the street, which allayed his concerns.

Mr. Gagnon rounded out the discussions by stating that he is looking to do a multistep process in addressing the parking concerns, and noted his rationale for that.

e. Building Permit Applications & CEO Position Update

Mr. Gagnon stated that normally there's a monthly spreadsheet for the approved Permits, and indicated that Philip Cloutier has been busy working on them. He added that he requested the Assessing Office to do a year-to-date change, year-to-year from '22 to '23. He noted they are +37 permits from last year. Discussion was had regarding the time periods when permits are calculated.

He went over how Mr. Cloutier is performing as the CEO, in terms of reviewing and approving permit applications. He added that most things are caught up. Discussion was had regarding permit activity, year-to-date.

f. RFPs, if any.

Mr. Gagnon noted that this was with regard to HEB, in reference to Gordon Avenue and Willis Place. Discussion was had regarding the Contract amendments, which will be acted upon at the June 26, 2023 meeting.

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.

Adam White requested an update on 12 Larry Street. Mr. White commented regarding the online property lookup concern he had a few weeks back, and voiced his opinion regarding the policy update that altered the update to only being done every 6 months. Mr. Gagnon responded that, through his conversations with the Assessing Department, it was understood that there was an agreement with the Board where they would update this twice a year.

Discussion was had regarding the rationale for doing it twice a year, to include the large amount of time in which the computer would have to be shut down in order to perform the task, regardless of how many properties were updated. Mr. White continued on with his concern regarding transparency. Discussion ensued.

Mr. Arguin inquired regarding the possibility of paving Railroad Street in the future. Chairperson Waddell indicated that Railroad Street is not a high priority, although it is on the list of streets to do.

Ms. Tucker provided a document to Mr. Gagnon to read and explain why it hasn't been addressed. Mr. Gagnon stated it is mediation case documentation regarding the ATV matter. Chairperson Waddell responded that all documentation was on the Town's website. He added that the Town won the case, and that it is on appeal. Mr. Gagnon suggested that this would be a good topic to discuss in nonpublic session. Ms. Tucker inquired further regarding the concept of mediation.

6. Other Business

a. Review and Approve Minutes: May 24, 2023 (public and nonpublic).

Chairperson Waddell indicated that the only amendment to make in the nonpublic is that they had come out of nonpublic later in the evening and announced that no action had taken place, and they had a Motion to Adjourn after that.

MOTION: Vice-Chair LeBlanc moved to amend the minutes of May 24, 2023 (public). 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 approve the minutes of May 24, 2023 (public and nonpublic), as amended. It was seconded by Vice-Chair LeBlanc.

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

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

b. Abatements and Appeals, if any

- **Firing Range - Gorham Lane Company Land - \$120.04**

MOTION: Vice-Chair LeBlanc moved to approve the abatement for the Firing Range in the amount of \$120.04. It was seconded by Selectman Zornio.

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

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

- **New England Industrial Properties - 24 Harriman Drive, Auburn, ME - \$573.38 - 420 Main Street**

Mr. Gagnon provided background on the property, noting it is part of the big grant project to develop a parking area, better access, kiosk, etc. He indicated that the owner of the property reached out to him to inquire regarding the status of the purchase of the property, as they had just received the tax bill. He went over the steps taken to address the situation, concluding in abating the taxes. He added that he will be authoring a Memorandum of Understanding to outline the intentions of the Town with regard to the purchase of the land.

MOTION: Selectman Zornio moved to approve the abatement for 420 Main Street in the amount of \$573.38. It was seconded by Vice-Chair LeBlanc.

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

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

c. Town Manager Report

- **Roadwork - Hemlock/Evergreen - HEB**

Mr. Gagnon said it's progressing well. He went over the current status of the road projects.

- **CEO Action**

Mr. Gagnon spoke about an incident regarding a shed at 12 Larry Street that was out of compliance. He went over the steps that Mr. Cloutier took to address the situation. He indicated that the latest email he received today regarding this issue was from June 12th, wherein the family has decided to move the shed from the property ASAP. Discussion was had regarding the shed and where it's situated. Further discussion was had regarding the type of shed and the removability of it.

- **Beaver Issue**

Mr. Gagnon stated that there was a beaver problem at the lower end of Stony Brook Road that was successfully mitigated without any harm to the animals. He added that the Public Work Department installed a 6-inch drainage vent pipe that connects the pond with the outlet, removing the risk of overflow washing over the road.

- **Eversource Meeting**

Mr. Gagnon indicated that Eversource is doing a large replacement and rebuild to a lot of the wooden posts and transmission towers in the region. He noted they are being replaced with steel towers. Discussion was had regarding any changes to course and vegetation mitigation.

Ms. Tucker inquire regarding their height, to which he responded, on average, 4-feet higher, and will not affect visibility.

- **New Hires**

- Andrea Pearl- Recreation Department
- John Bijeau- New Public Works Director

- **Budget**

Mr. Gagnon stated, to-date, we are at 63% remaining in the operating budget, Department-wide. Vice-Chair LeBlanc requested an Expenditure Report for the June 26, 2023 meeting.

7. Adjournment

MOTION: Vice-Chair LeBlanc moved to adjourn the meeting at 7:13 p.m. It was seconded by Selectman Zornio.

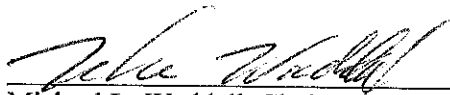
Selectman Zornio: Aye

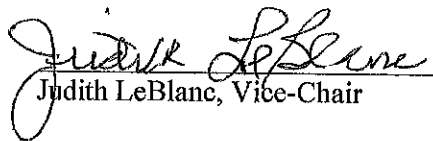
Vice-Chair LeBlanc: Aye

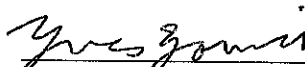
Chairperson Waddell: Aye

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

Respectfully Submitted, Minutes Approved on June 26, 2023 by:


Michael L. Waddell, Chairman


Judith LeBlanc, Vice-Chair


Yves Zornio, Selectman

Respectfully Submitted,

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