

# Town of Gorham New Hampshire

## PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN Gorham Town Hall Public Meeting Room 2nd Floor Thursday, October 13, 2022 4:30 p.m.

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

**SELECTMEN PRESENT VIRTUALLY:** Yves Zornio (dropped off meeting and rejoined).

**STAFF MEMBERS PRESENT:** Denise Vallee, Town Manager; and Bronson Paradis, Finance Officer.

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### 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; (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.*

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

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

### 3. New Business

#### a. **Announce action, if any, taken in nonpublic session**

None.

#### b. **November 8th Election**

Chairperson Waddell indicated that he was made aware during his attendance of an Election Seminar that the Selectmen are supposed to actually accept and act on the Election Warrant, which hasn't been done in the recent past. He requested Christina's presence before the Board at the earliest time in order to meet State Law. He noted that one of the subjects at-issue is staffing concerns for Election Day.

Ms. Vallee responded that she'll ask for her to be present at the meeting on October 24, 2022. Discussion was had regarding the possibility of holding a meeting before the 24th of October in order to adhere with the statutory requirements.

**c. 2022 Budget Report**

Bronson Paradis provided a summary regarding the 2022 Budget. A few points he touched on were:

- **Expenditures** – After taking out capital reserve payments in December, the balance would be at \$1.943 million.
- **Revenues** - At or even above where we were this time last year.

The following questions were asked of Mr. Paradis:

- Q. So, any particular line items that jump out at you that are of some concern?
- A. For revenues, not so much. I know that for the Tax Allowance Recovery line item, we had three payments for abatements in September. Those are not reflected in this report.
- Q. What's going on with the Tax Collector? We are overspent with tax liens and costs.
- A. I was able to talk to Cindy a little bit tonight and she's not entirely sure. So we will have to touch base on that some more. But her thought was that maybe we might have some more properties go into lien than usual.
- Q. And the cemetery, I guess, is up, too. Everybody else seems to have held the line.
- A. Yeah, everything else, I thought, was well.

Discussion was had regarding the percentages, due to the capital reserve items aren't being funded until the end of the year. Further discussion was had regarding specific line items.

Chairperson Waddell inquired as to when the next Budget Committee Meeting was to be held, to which all responded January of 2023. Discussion was had regarding the budget process for this year.

**MOTION: Vice-Chair LeBlanc moved to approve the Bronson Paradis's Contract as the new Finance Officer. It was seconded by Chairperson Waddell.**

**Vice-Chair LeBlanc: Aye**

**Selectman Zornio: Aye**

**Chairperson Waddell: Aye**

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

The Board signed Bronson Paradis' new Contract, making his position official.

**MOTION: Vice-Chair LeBlanc moved to approve Town Manager Denise Vallee's Contract between October 1, 2022 and March 31, 2023, as written. It was seconded by Chairperson Waddell.**

**Vice-Chair LeBlanc: Aye**

**Selectman Zornio: Aye**

**Chairperson Waddell: Aye**

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

The Board signed Denise Vallee's Contract.

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

**a. Town Manager - Job Posting**

Ms. Vallee indicated that this has been posted in all the Municipal Manager Association websites: Massachusetts, Vermont, and Maine. She noted that she had distributed in the Board's packet the original version of the posting, which comes in at \$78 for each time it is run in the paper. She added that the second page was the amended version, which is \$52 for each time it is run in the newspaper. She inquired if the Board would approve latter posting in order to save money. Discussion was had regarding the two versions, concluding that the latter version would be okay to go ahead with. Further discussion was had regarding the competition regionally for filling Town Manager positions, and where the ads are being posted.

**b. TM - Project Priorities**

Chairperson Waddell expressed his desire to have board volunteers on some of the projects. Discussion was had regarding which of the Selectmen have already chosen to assist in which projects.

**c. Bronson Paradis - OT Report**

Vice-Chair LeBlanc stated that Mr. Paradis is officially off overtime, as he just gave his last Report.

**d. OHRV Trial**

Chairperson Waddell indicated that Michelle Lutz has been requested to be available to testify in North Haverhill, although there's some ambiguity as to the exact date she would need to be present, resulting in an overnight for her. Discussion was had regarding a Policy that the Town should have for someone who is not a Town Employee representing the Board at legal proceedings.

The Policy reads:

"The Gorham Board of Selectmen may, if they determine it is in the best interests of the community, have an Elected Appointed Official or an Unpaid Volunteer represent the Town of Gorham at any legal proceeding. The Board, by a majority vote, shall appoint said person and approve compensation up to \$200 per day plus expenses."

**MOTION: Vice-Chair LeBlanc moved to approve the above-written Policy, as written. It was seconded by Chairperson Waddell.**

**Vice-Chair LeBlanc: Aye**

**Selectman Zornio: Yes**

**Chairperson Waddell: Aye**

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

The Board signed the Policy.

Discussion was had as to which Selectmen can attend the trial scheduled for October 18<sup>th</sup> and 19<sup>th</sup>.

**MOTION: Chairperson Waddell moved to compensate Judith LeBlanc for attendance on October 19, 2022, for the full amount of \$200. It was seconded by Selectmen Zornio.**

**Vice-Chair LeBlanc: Abstain**

**Selectman Zornio: Aye**

**Chairperson Waddell: Aye**

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

**MOTION: Chairperson Waddell moved to compensate Yves Zornio for attendance on October 18, 2022, for the full amount of \$200. It was seconded by Vice-Chair LeBlanc.**

**Vice-Chair LeBlanc: Aye**

**Selectman Zornio: Abstain**

**Chairperson Waddell: Aye**

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

**e. Howland Avenue Draft Letter**

Chairperson Waddell indicated he will review it more in-depth. Discussion was had regarding the contents.

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

None.

**6. Other Business**

- a. Approve Minutes of September 28, 2022 (nonpublic and public).**

**MOTION: Vice-Chair LeBlanc moved to approve the Minutes of September 28, 2022 (nonpublic and public). It was seconded by Chairperson Waddell.**

**Vice-Chair LeBlanc: Aye**

**Chairperson Waddell: Aye**

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

- b. Abatements, if any**

None.

**c. Town Manager's Report**

- **Limitless Playground Grant** - Ms. Vallee stated they are waiting on Governor and Council to sign in November. She added that they were able to include some preliminary costs in the grant, which will require that an advanced report be submitted.

**7. Adjournment**

**MOTION: Vice-Chair LeBlanc moved to adjourn the meeting at 6:08 p.m. It was seconded by Chairperson Waddell.**

**Vice-Chair LeBlanc: Aye**

**Selectman Zornio: Aye**

**Chairperson Waddell: Aye**

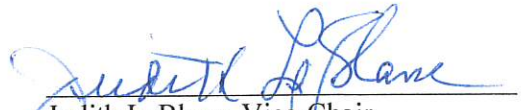
**The motion carried. (3-0-0).**

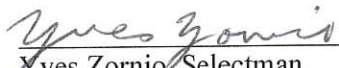
Respectfully Submitted,

Victoria O'Connor, Recording Secretary  
O'Connor Legal, Medical & Media Services Inc.  
[www.oconnorlmms.com](http://www.oconnorlmms.com)

Approved by the Board of Selectmen on October 24, 2022:

  
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Michael Waddell, Chairman

  
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Judith LeBlanc, Vice-Chair

  
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Yves Zornio, Selectman