



Town of Gorham New Hampshire

PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN Gorham Town Hall Public Meeting Room 2nd Floor Monday, May 9, 2022 4:30 p.m.

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

STAFF MEMBERS PRESENT: Denise Vallee, Town Manager; and Michelle Lutz, Assessing Clerk.

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; and (c) 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, the nonpublic meeting was recessed and will resume following the public session.

b. Building Permit Fee Schedule

Board reviewed the fee schedule. Discussion was had regarding amendments made. Michelle went over how she compiled the fee schedule. Further discussion was had regarding charging for inspections and permitting for minor repairs, as well as where to position no-charge permits on the schedule and if they can be filed online.

After extensive deliberation, the Board decided to flip-flop Residential New Construction Permit and Remodel Permit of \$50 to Inspection Fee of \$35, wherein the Inspection Fee would also bill for additional costs. Discussion was had regarding incurring charges for assessments, as well as the need to create a report regarding interior inspections of properties.

The Board requested all amendments be made, as per the discussions had, to the Fee Schedule for review and approval at the meeting on May 23, 2022. The Board was put on notice that the Warrant for the first-half billing needs to be completed and signed by the Board. Other conversation was had regarding permitting reminder letters and STR letters.

c. 2022 Summer Road Work & Plan

Board reviewed the two sealed bids for paving work:

- **Central** - Cascade Entrance \$26,255; Union Street, \$42,960; Promenade Street, \$31,915; Marion's Way, \$58,968
- **Blacktop Inc.** - Cascade Entrance \$34,489; Union Street/Promenade Street, \$54,547; Marion's Way, \$53,675.88

Discussion was had regarding the two bids. Chairperson Waddell suggested taking no action on the bids at the current time in order to provide Denise Vallee and other Staff time to review the bids more thoroughly and provide a spreadsheet to the Board. Further discussion was had regarding what obligations the Town has regarding the work to be completed, as well as how the projects will be funded and which of the streets that went out for bid that could actually be completed.

Other discussion was had regarding upcoming projects on Union Street, as well as issues surrounding completing work at Stony Brook. The Board went over several areas that need to be addressed in due time, and it was decided that Eric Grenier of HEB will be invited to an upcoming meeting to discuss options.

d. Parking Ban Policy Update

MOTION: Vice-Chair LeBlanc moved to accept the updated Parking Ban Policy. It was seconded by Selectman Zornio.

Vice-Chair LeBlanc: Aye

Selectman Zornio: Aye

Chairperson Waddell: Aye

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

The Board signed the Policy.

e. Cemetery Rules & Regulations Update

Ms. Vallee went over the two changes that were proposed by Buddy Holmes and Joe Ramsey:

- Paragraph 16 - Removed "liner"
- Section 20 - Inserted clause stating that everything had to be scheduled through a Funeral Home Director

MOTION: Selectman Zornio moved to accept the updated Cemetery Rules and Regulations. It was seconded by Vice-Chair LeBlanc.

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

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

f. PILOT Agreement - Town of Randolph

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

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

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

g. Grant Agreements for Water & Sewer Department

MOTION: Vice-Chair LeBlanc moved to authorize Michael Waddell to authorize Jeff to sign all documents pertaining to the Grants listed below. It was seconded by Selectman Zornio.

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

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

i. NHDES ARPA Asset Management Plan Grant - \$30,000

ii. NHDES ARPA Strategic Planning Grant - \$48,000

h. Library Trustee Appointment

MOTION: Vice-Chair LeBlanc moved to appoint Timothy Deschamps as Library Trustee Alternate. It was seconded by Selectman Zornio.

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

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

i. Use of Common Permit w/ 1-Day License - Medallion Opera House, Inc.

Ms. Vallee went over what the permit entailed.

MOTION: Vice-Chair LeBlanc moved to approve the use of the Common with a Permit with a 1-day License to the Medallion Opera House for 06/26/2022. It was seconded by Selectman Zornio.

**Vice-Chair LeBlanc: Aye
Selectman Zornio: 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) minutes or less.

None.

6. Other Business

a. Approve Minutes of April 18, 2022 (nonpublic and public) and May 2, 2022 (public).

MOTION: Vice-Chair LeBlanc moved to approve the minutes of April 18, 2022 (nonpublic), and May 2, 2022 (public), as written. It was seconded by Selectman Zornio.

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

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

b. Town Manager's Report

- Ms. Vallee reiterated the process for adding things to the NH DOT 10-Year Plan.
- Ms. Vallee distributed the MS-232 to be signed by the Board.
- Ms. Vallee indicated that she asked the Rotary Club, and received permission, to add the AT Trail Town sign to their sign on Route 16.
- Ms. Vallee stated she prepared a Report for the Great North Woods Community Foundation for the work completed with the \$20,000 received last year and that she received a check today for \$20,000 for this year.
- Ms. Vallee, in response to a question previously posed by Chairperson Waddell, noted that the State's Engineer has not been to the trestle bridge to address the painted cross-pieces.
- Ms. Vallee distributed a form authorizing Cooper Gargill and Chant to file with the State of New Hampshire DRA, the Real-Estate Transfer Tax, for the Stony Brook parcel on Rt. 16.

- Ms. Vallee stated that she has Tax Collector Deeds signed and ready to be recorded, which would then go up for bid. She relayed that she sent a letter to Nathan Corrigan as the Agent for Gateway for him to sign saying that they would definitely put a bid in on both properties, which she received today.
- Ms. Vallee spoke about a property that was sold prior to the Deed recording, wherein both the seller and the buyers are all deceased. She went over the steps that have been taken to address the property, concluding with the fact that Gateway could purchase the properties. She noted that Gateway is requesting for the Board to waive \$262.53 in interest, and they would pay \$1,879.80 in back taxes.

MOTION: Vice-Chair LeBlanc moved to waive the interest penalties of \$262.53 for Patrick and Debra Murray at 1 Brookside Drive in the Gateway Trailer Park. It was seconded by Selectman Zornio.

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

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

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 enter nonpublic session at 7:10 p.m. It was seconded by Vice-Chair LeBlanc.

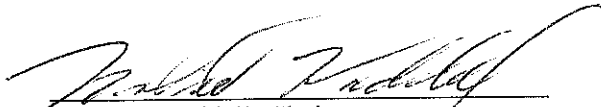
**Vice-Chair LeBlanc: Aye
Selectman Zornio: Aye
Chairperson Waddell: Aye**

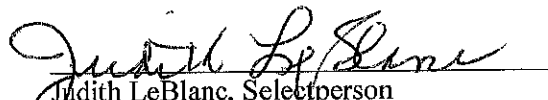
The motion carried. (3-0-0).

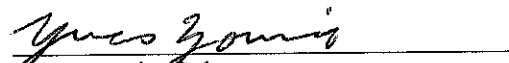
Respectfully Submitted,

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

Approved on May 23, 2022 by:


Michael Waddell, Chairperson


Judith LeBlanc, Selectperson


Yves Zornio, Selectman