



Town of Gorham New Hampshire

PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN Gorham Town Hall Public Meeting Room 2nd Floor Tuesday, July 19, 2022 4:30 p.m.

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

STAFF MEMBERS PRESENT: Denise Vallee, Town Manager; Michelle Lutz, Assessing Clerk; and Kathleen Frenette, Director of Finance & Administration.

OTHERS PRESENT: Matthew Saladino, Anthony Pizutto, and Chase Carter.

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; (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; and (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

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

Chairperson Waddell called the meeting to order at 5:37 p.m.

3. New Business

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

None.

b. Senior Capstone Project - Anthony Pizutto

Anthony Pizutto passed out a presentation of the improvements and locations of the proposed dugouts as well as photos of the existing dugouts at Promenade Field. Matt Saladino asked if the Board could or would partner with them to provide some DPW labor for the projects. He stated that they had donations from Gorham businesses and individuals to help with the costs.

Vice-Chair LeBlanc expressed concern about people using the dugouts for nefarious reasons. Discussion was had about the benefits of having a public hearing, agreeing that it would be prudent.

Chairperson Waddell asked to set the Public Session hearing on the Capstone Project for August 8, 2022 and for the presentation to be posted along with Jeff Stewart, Gorham Parks & Recreation Director's letter of support.

c. Revaluation Update

Discussion was had regarding concerns about the assessing firm not doing interior inspections of the selectmen's properties during the revaluation of properties. Vice-Chair LeBlanc brought the entire revaluation process in question.

Michelle Lutz stated that the Board did not approve a full five-year revaluation, but only approved a 1-year revaluation. Michelle stated that the new revaluation's assessed values will be posted on the bulletin board in August, as well as multiple other places. Chairperson Waddell asked for specific dates for all the revaluations steps prior to postings.

d. 2022 Operating Budget Update

Kathleen Frenette went over the Expenditure Report line by line, with the Board Members. She noted that most categories are roughly on target or at least 50% of the operating budget. She stated the gas and diesel fuel category is significantly over budget. The Board discussed concerns about the Solid Waste and Recycling budget that was at 43% of their operating budget. Kathleen offered explanations of most changes.

e. Revenue Report

Ms. Frenette stated that she had cash receipts that need to be entered into the data for multiple categories so that none of the figures are quite up-to-date. She added that the Revenues are down in Ambulance and motor vehicle registrations and that's concerning. She went on to state that interest rates have gone up and are at a significant increase over the budgeted amount. She noted that there is a new payment system, and they are working out the bugs.

Chairperson Waddell pointed out that there is \$114,824.49 in Expenditures that was not in the Appropriations budget. He added that the Right-to-Know problem at present will meet or exceed \$10,000.00 which is not budgeted. He stated that the gas appears to be headed towards a \$30,000.00 overrun. He added that this was the bad news as far as he could tell. He indicated that they needed a plan to make up the difference as soon as possible. Discussion was had, wherein the Board concluded that they need a plan by August 8, 2022.

f. Internal Posting for TM

Denise Vallee announced that August 27, 2022 is the deadline for Applications for a new Town Manager from the internal posting.

g. David Morrisette Request - Map U24, Lot 36-i

Chairman Waddell described that this was a plot of land that David Morrisette offered to buy to add to his land at 36 Spring Road that borders it, and inquired as to whether the Board wanted to explore this further. Chairman Waddell asked Ms. Vallee to provide a tax map and other historical information on the parcel of land.

h. Town Code - Plan for Update

Ms. Vallee mentioned that it has been 30 years since the Town Code has been formally updated and stated that she will do her best to commit three hours of work each week to begin distributing pages pertinent to each department head.

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 June 22, 2022 (public) and June 27, 2022 (public and nonpublic).**

MOTION: Vice-Chair LeBlanc moved to approve the Minutes of June 22, 2022 (public) and June 27, 2022 (public and nonpublic). It was seconded by Selectman Zornio.

Vice-Chair LeBlanc: Aye

Selectman Zornio: Aye

Chairperson Waddell: Aye

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

b. **Abatements, if any**

None.

c. **Town Manager's Report**

- **Cap Agreement for Primax:** Ms. Vallee indicated that for the Workers Compensation Program (10% increase) and for Property and Liability (9% increase), the CAP Agreement would lock the rates in for the next three years. She noted that this cap helps avoid large budget fluctuations and protects the Town from rates that would be over the cap through 2025.

MOTION: Selectman Zornio moved to approve the signing of the CAP Agreement with Primex. It was seconded by Vice-Chair LeBlanc.

Vice-Chair LeBlanc: Aye

Selectman Zornio: Aye

Chairperson Waddell: Aye

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

- **Stony Brook Road, Hemlock & Evergreen - Work Being Done.**

MOTION: Selectman Zornio moved to approve the contract for HEB Engineers for the engineering and design work to be done on the roads. It was seconded by Vice-Chair LeBlanc.

Vice-Chair LeBlanc: Aye

Selectman Zornio: Aye

Chairperson Waddell: Aye

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

- **HEB Contract for Paving Oversight:** Ms. Vallee indicated the estimate was approximately \$1,500.00 for 4 to 6 hours and Field Reports for each day's work.

MOTION: Selectman Zornio moved to approve the HEB Contract. It was seconded by Vice-Chair LeBlanc.

Vice-Chair LeBlanc: Aye

Selectman Zornio: Aye

Chairperson Waddell: Aye

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

- **Oath of Office for Cindy Cole for Deputy Town Clerk.**

Board Members signed the Oath of Office.

- Ms. Vallee indicated that she had previously distributed information regarding speed bumps. Discussion was had concluding in that the issue should be tabled until next year to pursue.
- Ms. Vallee stated that she received an email from Robert Christensen of Homeland Security which commended the Police, Fire & EMS employees, town employees, and community volunteers, for their handling of the July 4th festivities. He commented that Gorham is a great community with great activities and that it was great to work with everyone.
- Ms. Vallee announced that the list of Congressionally Directed Spending Requests that has been approved by Senator Shaheen's office has been issued. These projects are now to be brought to the Senate & House for their consideration and votes. The CDS list includes \$100K for the Ed Fenn Solar Project, \$89K for the Department of Public Works Solar Project and \$426K for a 4-site Simulcast Repeater System for dispatching for Police, Fire and EMS to eliminate dead spots in our coverage area which includes Gorham, Randolph, Shelburne and the unincorporated places in and around Pinkham Notch.
- Ms. Vallee went over what occurred at the County Commissioner's Meeting on July 13th regarding the repeater project match.

7. Ms. Vallee mentioned that White Mountain Paper's first-half payment for their PILoT Agreement was received in timely fashion by the Tax Collector.

8. Adjournment

MOTION: Selectman Zornio moved to adjourn. It was seconded by Vice-Chair LeBlanc.

Vice-Chair LeBlanc: Aye

Selectman Zornio: Aye

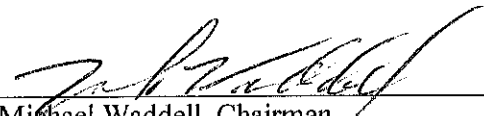
Chairperson Waddell: Aye

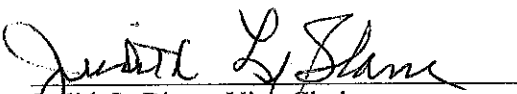
The motion carried. (3-0-0).

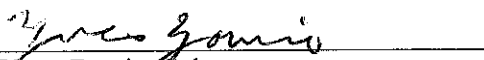
Respectfully Submitted,

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

Approved on July 27th, 2022 by:


Michael Waddell, Chairman


Judith LeBlanc, Vice-Chair


Yves Zornio, Selectman