



# Town of Gorham New Hampshire

**PUBLIC MEETING OF THE GORHAM BOARD OF SELECTMEN**  
**Gorham Town Hall Public Meeting Room 2nd Floor**  
**Thursday, December 29, 2022**  
**4:00 p.m.**

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

**STAFF MEMBERS PRESENT:** Denise Vallee, Town Manager; and Adam White, Fire Chief.

**OTHERS PRESENT:** Robert Gargano.

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**1. Non-Public Session - 4:00 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; (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 public session to order.

**3. New Business**

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

None.

**b. 2022 Property Tax Warrant - Second Half Billing**

Chairperson Waddell read into the record the Coos County Property Tax Warrant for the second half of 2022, and opened for questions and discussion. With that concluded, he asked if there was a motion to accept the Warrant.

**MOTION: Selectman Zornio moved to accept the 2022 Property Tax Warrant. It was seconded by Vice-Chair LeBlanc.**

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

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

**c. Zoning Board of Adjustment - Vacant Position**

An applicant for the full position with the Zoning Board of Adjustments, Robert Gargano, of 4 Railroad St., was called before the Board. He outlined his experience as a project manager and his desire to bring that background with things such as development and permitting to work for the benefit of the town. Upon review of his provided resume and professional letters of recommendation, and further examination, Chairperson Waddell asked for a motion to appoint Mr. Gargano to a 1 (one) year term as a member of the ZBA.

**MOTION: Vice-Chair LeBlanc moved to appoint Robert Gargano as a Member of the Zoning Board of Adjustment for a One-Year Term. It was seconded by Selectman Zornio.**

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

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

Denise Vallee and Mr. Gargano discussed the associated paperwork to be completed at the Town Clerk's office.

**d. 2022 Encumbrances**

Ms. Vallee outlined the current disposition of the Encumbrances Sheet. She noted that carrying forward the current balance in the encumbrance lines for the HRA account (\$36,642.97), Competitive Wage Review (\$ 2,068.13), Highway Contract Services (\$10,000), Airport Runway (\$10,666.92) and Planning (\$2,730.32). The 12/31/22 remaining encumbrances totaled \$62,104.34. For 2022, an additional encumbrance for \$585.00 will be added to the Competitive Wage Review line, bringing the total encumbrances to \$62,689.34.

**MOTION: Selectman Zornio moved to approve the 12/31/2022 Encumbrances. It was seconded by Vice-Chair LeBlanc.**

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

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

**e. Purchasing Policy**

Following various points throughout the draft Purchasing Policy, the Board clarified agreed upon changes concerning language within the document. Public notice, credit card use, exemptions from competitive bidding, special conditions, and bonding of contractors received attention. Revision to follow.

**f. Policy Against Harassment**

The former document within Personnel Policy needs updating for it was found to be lacking by Primex. The discussion that followed required many point-by-point notes, re: Primex's recommendations and Member comments and concerns. The matter will be revisited after Ms. Vallee's revision based on discussion with Primex and review by the Town's lawyer.

**g. 2023 Budget**

Ms. Vallee stated there is a draft 2023 budget including the Capital Reserve Funds to be completed by January 10, 2023. Discussions entailed the problems facing roadwork for Evergreen, Hemlock, and Clay Brook Road. All Board Members expressed their sentiments regarding choosing just two of the three projects to work on.

Resident complaints relayed by those in attendance framed the discussion. The most recent rainstorm, as well as budgetary restrictions make only Evergreen and Hemlock viable projects this year.

Discussion of a separate Capital Reserve Fund for Clay Brook, etc. took place. Research into bonding the Clay Brook Road project to be completed by Ms. Vallee. Ms. Vallee also thinks Eric Grenier from HEB might be available for the January meeting.

**h. Vanikiotis Waiver**

Ms. Vallee indicated that she has been unable to reach Mr. Vanikiotis. The predicated Planning Statute is based on construction of a 'driveway.' The applicant's use of the word 'road' is not interchangeable. Questions concerning the specifications of the construction of the driveway to be passed along to Attorney Keith and Mr. Vanikiotis for clarification.

**i. 2023 North Country Fire Mutual Aid Contract**

The annual cost of the Contract is \$250. Adam White informed the Board via phone that Berlin is a member of the pact. For the Board's edification, Ms. Vallee will doublecheck with Phil regarding the current deployment arrangements, in particular with Berlin. Selectman Zornia made a Motion to sign the Contract. Seconded by Judy LeBlanc, and passed unanimously.

**MOTION: Selectman Zornio moved to approve the 2023 North Country Mutual Aid Contract. It was seconded by Vice-Chair LeBlanc.**

Vice-Chair LeBlanc: Aye  
Selectman Zornio: Aye  
Chairperson Waddell: Aye  
The motion carried. (3-0-0).

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

a. **Howland Avenue Letter:**

**MOTION:** Vice-Chair LeBlanc moved to approve the amended Howland Avenue letter. It was seconded by Selectman Zornio.

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

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

Signed and returned to Denise.

5. **Public Comment:** Those in attendance will have the opportunity for public comment of two (2) minute or less. There were no comments from the public.

No additional comments.

6. **Other Business**

a. **Review and Approve Minutes: December 5th, 2022 (nonpublic) and December 12, 2022 (nonpublic)**

**MOTION:** Selectman Zornio moved to approve the minutes of December 5th, 2022 (nonpublic) and December 12, 2022 (nonpublic). . It was seconded by Vice-Chair LeBlanc.

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

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

b. **Abatelements / Settlements**

**MOTION:** Vice-Chair LeBlanc moved to accept the \$500 settlement re: Daniel Bouchard, 575 Main St. It was seconded by Selectman Zornio.

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

**c. Town Manager Report**

- **Tax Bills - Due Date January 30, 2023**

Ms. Vallee stated the bills were mailed in bulk from the Town office today.

- **Fire Ponds**

Ms. Vallee indicated that the Maintenance Contract for Frog Pond have been fully executed. The original has been given to the Assessing Clerk to add to the property file. This was the last maintenance contract to be obtained for the three firefighting water sources, thanks to the work of Phil Cloutier.

- **Congressional Discretionary Spending Grants - Senator Shaheen**

Two projects were announced to have been awarded: A Department of Energy grant will provide \$89,000 toward the DPW roof-top solar project. The second \$426,000 in federal funds comes from the Department of Justice and is for a 4-(four) site Simulcast repeater project including Randolph, Shelburne, the Mt. Washington Auto Road, and the Gorham Town Hall. Matching funds in the amount of \$54,000 were approved by the Coos County commissioners to add to the local match required. Network coverage and Police communications are expected to be greatly improved.

**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; (b) The hiring of any person as a public employee; (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.*

**MOTION:** Selectman Zornio moved to adjourn and return to nonpublic meeting 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,

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

Reviewed and approved on January 23, 2023 by:

  
Michael Waddell, Chairman

  
Judith LeBlanc, Vice Chair

  
Yves Zornio, Selectman