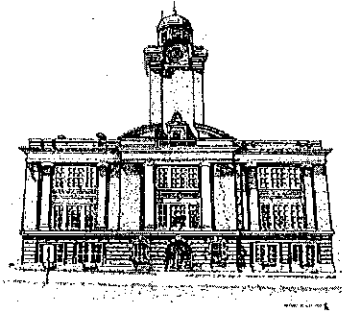


# Town of Gorham New Hampshire



**VIRTUAL MEETING OF THE GORHAM BOARD OF SELECTMEN  
Gorham Town Hall Public Meeting Room 2nd Floor  
Monday, April 27, 2020  
5:00 p.m.**

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

**STAFF MEMBERS PRESENT:** Denise Vallee, Town Manager

**OTHERS PRESENT TELEPHONICALLY:** Edith Tucker, Reporter, Berlin Sun; and Michelle Lutz, Assessing Clerk

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**1. Non-Public Session - 5:00 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; 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. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.*

**2. Public Session Call to Order - 6:00 p.m.**

Chairperson Waddell called the public session to order at 6:05 p.m.

**3. New Business**

**a. Announce any action taken in Non-Public Session**

None.

**b. Building Permits - Fee Schedule Review**

Chairperson Waddell indicated that all Board Members should have received an amended version of current fee schedule. Selectman White went over the written feedback he provided regarding his review. Discussion was had regarding the fee schedule and what revisions should be made. Chairperson Waddell requested that Denise Vallee prepare an amended proposed fee schedule for review at the next meeting.

**c. Dooan - Request to Unmerge Lots**

Chairperson Waddell refreshed the Board's memory regarding the request made at a previous meeting, as well as steps that have been taken since that meeting. He noted that the Planning Board had made a motion sending the request back to the Board of Selectmen to unmerge the lots. He went on to suggest

that a motion be made by the Selectmen that would unmerge the lots contingent upon the Planning Board granting a lot line adjustment that removes the property line from any improvements.

**MOTION: Selectman LeBlanc moved to approve unmerging the lots, contingent upon the Planning Board granting a lot line adjustment that removes the property line from any improvements. It was seconded by Selectman White. The motion carried. (3-0-0).**

Chairperson Waddell clarified that since the property line cannot go through any structures/improvements, the line will have to be moved to a point beyond the edge of the currently divided building, in between both buildings, ideally including setbacks.

**d. Main Street Reopening**

Ms. Vallee noted the concerns that the business committee have expressed, which are predicated by the Governor's Stay-at-Home Order ending on May 4th, 2020. Selectman LeBlanc informed the Board that she had performed a bank survey and discussed the results of that survey. Discussion was had regarding the small businesses accessing financial assistance, as well as general guidance that is available for them to receive.

Ms. Vallee went on to discuss the impact of COVID-19 on towns that rely on tourism. Discussion was had regarding the Governor's rationale of maintaining the Stay-at-Home Order.

**4. Old Business/Updates**

**a. Trails Update / Trailhead**

Ms. Vallee updated the Board that Mr. Bean wanted to move the parking to the north side of the property. She outlined the rationale of the request, and how the process would occur. Chairperson Waddell continued that John Scarinza is assisting in this process. He added that it is anticipated that the Board will receive some detailed drawings soon for the proposed plan. Further discussion was had regarding how much time the improvements to the parking lot would take.

- 5. Public Comment:** There will be a 5-minute recess so that Public Comments can be sent in via email to [townmgr@gorhamnh.org](mailto:townmgr@gorhamnh.org) or by dialing in. Any comments received will be read. Telephonic comments should be limited to 2 minutes or less, and everyone should identify themselves.

Michelle Lutz inquired of the Board regarding the Permit Fee Schedule as to why neither she nor Mr. Scarinza were approached to provide input in terms of revisions. She provided her feedback regarding the proposed amendments discussed earlier. Discussion was had between the Board and Ms. Lutz regarding her comments.

**6. Other Business:**

**a. Town Manager's Report - COVID-19**

- Ms. Vallee noted there was a webinar for FEMA reimbursement on Friday morning. She informed the Board that the requirement is for a town to have \$3,300 in eligible expenses in order to apply, and that the town was at that number at the current time.
- Ms. Vallee informed the Board that Jesse is already working on the sidewalk grant application narrative portion. She added she anticipates receiving letters of support from different businesses.
- Ms. Vallee indicated that she had received a call from Jen Corrigan and Dave Backler about finding alternate ways to recognize the senior graduating class. She went over different options

that have been approved. She added that a permit will need to be submitted to Eversource to request use of their poles.

**b. Approve Minutes of April 13, 2020 (Regular & Non-Public Hearing)**

**MOTION: Selectman White moved to accept the Minutes of the April 13, 2020 Regular and Non-Public Hearing. It was seconded by Selectman LeBlanc. The motion carried. (3-0-0).**

**c. Other**

Selectman White reiterated that he is still awaiting a written response regarding the status of the Police cruiser(s). Discussion was had regarding this issue with consensus being reached that that written response needs to be provided by Chief Adam Marsh.

**7. Adjournment**

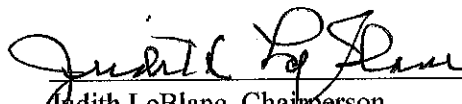
**MOTION: Selectman White moved to adjourn the meeting at 7:43 p.m. It was seconded by Selectman LeBlanc. The motion carried. (3-0-0).**

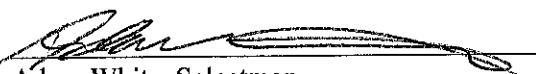
Respectfully Submitted,

Victoria O'Connor, Recording Secretary  
O'Connor Legal, Medical & Media Services LLC  
[www.oconnorlmms.com](http://www.oconnorlmms.com)  
(603) 865-1255

Approved on May 11, 2020:

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Michael L. Waddell, Chairperson

  
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Judith LeBlanc, Chairperson

  
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Adam White, Selectman