

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
MONDAY JANUARY 14, 2019, 6:00 PM
TOWN HALL CONFERENCE ROOM**

GORHAM SELECTMEN PRESENT: Mike Waddell, Adam White, Judy Leblanc

ALSO PRESENT: Town Manager Mark Shea, Denise Vallee, Edith Tucker, Fire Chief Jay Watkins, Michelle Lutz, Nick Santy, Heather Gagnon, Phil Cloutier, Matt Dustin, Carol Porter

1. Call to Order 6:00 PM

Chairman Waddell called the meeting to order at 6:00 PM

2. New Business:

a) Chief James Watkins and Rescue Staff (Santy, Gagnon, Cloutier & Dustin) performance recognition

Chief Watkins presented Nick Santy, Heather Gagnon, Phil Cloutier, and Matt Dustin with blue stork pins. They were dispatched to an EMS call on December 27 at 3 am for a woman in labor where delivery was imminent. It was determined the delivery needed to happen in the home and a healthy baby boy was born with the assistance of these EMS personnel. Chairman Waddell also presented them with certificates.

b) Abatement Request (1), Corrections and Waiver (1)

At this time Town Clerk/ Tax Collector Carol Porter advised the board that PSNH sold nine properties to HSE Hydro. The tax bills were sent to PSNH and it was only after the town started inquiring as to why payment had not been received that they were advised the properties had been sold. HSE has paid the tax bills but is asking the town to waive the interest which amounts to about \$96. It was determined the information had not been updated.

Selectman White made a motion to not charge interest to HSE Hydro. The motion was seconded by Selectman Leblanc. All voted in favor.

Michelle Lutz advised the board of three abatements. The first, Samuel and Kaley Lapointe, showed their property was assessed at \$172,100. KRT lowered their assessed value to \$151,000 based on an appraisal they had done resulting in a total abatement for 2017 and 2018 of \$1,486.72. The abatement was recommended by KRT and warranted based on sales. Selectmen Leblanc and White agreed to make a motion to approve the abatement but wanted it noted they were not happy about it.

Selectman Leblanc made a motion to approve the abatement for Samuel and Kaley Lapointe in the amount of \$1,486.72. Selectman White seconded the motion. All voted in favor.

The second abatement presented is for the Colonial Fort Inn, formerly owned by Bruno and Maryann Janicki. The original value was assessed at \$440,900. The value was dropped but they still appealed it to BTLA who ordered mediation, dropping the value to \$175,000. Chairman Waddell discussed the code enforcement officer's findings from an interior inspection and recommended the board vote in favor of the valuation.

Selectman White made a motion to accept the valuation of \$175,000. The motion was seconded by Selectman Leblanc. All voted in favor.

John Loven requested an abatement. His property was valued at \$188,300 and adjusted to \$193,800 after errors were found on the card. He appealed to BTLA who ordered the town to mediate. Loven has agreed to withdraw the appeal if the value of his property is dropped to \$179,500.

Selectman Leblanc made a motion to approve the value of \$179,500. The motion was seconded by Selectman White. All voted in favor.

Michelle Lutz presented the board with an application for current use from John and Paulette Losier for a piece of property they purchased in White Birch Acres. The parcel is 1.43 acres, has been reviewed by the assessor, and qualifies for current use due to it being contiguous to their other current use properties. They are also asking for the 20% recreational adjustment.

Selectman White made a motion to accept the current use application for John and Paulette Losier. The motion was seconded by Selectman Leblanc. All were in favor.

Michelle also gave the board a spreadsheet outlining the bids she has received for the town report. Smith and Town has printed the report for the last several years. Even though they are not the lowest bidder, there were other fees involved in the lowest bid that may not make it

cost effective. Lutz recommended using Smith and Town since they are a local business, the cost was not that much different, and they have a fast turn-around time.

Selectman White made a motion to have Smith and Town print the town reports. The motion was seconded by Selectman Leblanc. All voted in favor.

c) 2019 Budget Finalization

Town Manager Shea provided the board with information regarding changes to the budget. It had been discussed that the board would like to keep the budget level. The expense change sheet was discussed. Selectman Leblanc stated she was ok with the budget, as long as it does not raise the tax rate and they are still funding everything they need to fund. Chairman Waddell requested they discuss studying the option of doing away with curbside pick-up to see if there is a possibility of savings there or not. Chairman Waddell suggested funding a warrant article in the amount of \$10,000 and that the study be done in house. If outside expertise is needed, the money would be there. Selectman White and Selectman Leblanc had reservations about paying for a study and wanted to see what the town manager could come up with for savings. Town Manager Shea felt the first step is to find out what the program costs and advised the study could possibly be done at no cost. Chairman Waddell cautioned it would get to a point where the town would need an actual preliminary design for how a new program would work and that would have to be done by an engineer. Denise asked where the \$10,000 was going to come from with a flat budget. Chairman Waddell explained that the appropriation for the Town Building capital reserve fund would be reduced by \$10,000 in order to add another warrant article for the study.

Chairman Waddell discussed the wage study that was being done to identify salaries that have fallen behind, stating there were already a couple upper-end salaries that were found to not have kept up.

The new phone system was discussed and those costs are already in the budget. Selectman Leblanc asked Denise to look into Colebrook's system as she was under the understanding they had gotten their phones for free through their internet provider as a package.

Doug asked about any short term impacts on the road funds. Chairman Waddell explained what was in that fund and grants that had been received. He also explained the snow storage issue again as it relates to the warrant articles. The purchase of land adjacent to the town forest was also discussed.

Town Manager Shea advised the total proposed budget for 2019 is \$4,914,057.

Selectman Leblanc made a motion to accept the total budget of \$4,914,057. The motion was seconded by Selectman White. All voted in favor.

Town Manager Shea directed the board to an encumbrance adjustment. Denise Vallee explained this is not a new encumbrance; it's a change to one that was already approved on December 27. The new number is \$247,871.88 out of the 272,000 unexpended money that was appropriated for Road Improvements.

Selectman White made a motion to accept the encumbrance of \$247,871.88. The motion was seconded by Selectman Leblanc. All voted in favor.

d) Discussion on setting Board of Selectmen Vision, Mission, & Goals

Town Manager Shea directed the board to sample mission, vision, and goals statements from other towns that he had left in the selectmen's packets. Chairman Waddell would like to discuss this individually and come back to it.

e) Grant Paperwork Authorization for the Manager- To be discussed during the Town Manager's Report.

3. Old Business/Updates:

a) CMA Engineering, Inc.- Already discussed earlier

b) FEMA Projects Reports

i. Stony Brook Road – Awaiting Notification

ii. Libby Pool Project

iii. Bangor Street Opportunity – Town Manager Shea advised the town has until February 3rd to put the notice of intent in. He needs an estimate first. There was a previous estimate of \$2,500 to get an estimate of the cost. Chairman Waddell suggested he call Jay Poulin at HEB engineering.

4. Public Comment-

5. Other Business:

a) Selectmen's Updates

b) Approval of Minutes (December 27, 2018 Regular Meeting, December 17, 2018 Non-Public session 1 and 2)

Selectman Leblanc made a motion to approve the non-public minutes for December 27, 2018 from before and after the public meeting. The motion was seconded by Selectman White. All voted in favor.

Selectman White made a motion to accept the public meeting minutes for December 27, 2018 and December 17, 2018. The motion was seconded by Selectman Leblanc. All voted in favor.

c) Town Manager's Report-

Town Manager Shea advised the board his weekly report will include weekly reports from the department heads, which will start in February.

Selectman White made a motion to authorize the town manager to process and execute all grant agreements and process financial reports and other required documentation thereto. The motion was seconded by Selectmen Leblanc. All voted in favor.

Town Manager Shea asked the board to review the draft warrant articles he gave them.

Town Manager Shea and the board discussed drafting their letters for the town report.

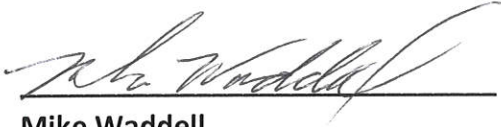
Diane Bouthot asked for the paperwork about the budget that Edith had been given, which will be provided to her.

6. Non-Public Session: RSA 91-a:3, II, b, d, e (if needed)

Selectman White made a motion to go into non-public session under RSA 91-a:3, II e. The motion was seconded by Selectman Leblanc. Selectman white-aye, Selectman Leblanc-aye, Chairman Waddell-aye.

8. Adjournment:

REVIEWED AND APPROVED



Mike Waddell



Adam White



Judy Leblanc

Approved 2 1/28/19

