

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
MONDAY NOVEMBER 19, 2018, 6pm
TOWN HALL CONFERENCE ROOM**

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

ALSO PRESENT: Town Manager Berkowitz, Denise Vallee, Edith Tucker, Sheriff Wayne Saunders, Chief PJ Cyr, Jeff Stewart, Buddy Holmes

1. Call to Order 6:00 PM

Chairman Waddell called the meeting to order at

2. Appointments:

3. New Business:

a) Abatement Requests- There were none.

b) Sheriff Wayne Saunders- Saunders explained that he is now the OHRV coordinator for the sheriff's department. Saunders spoke about how the different towns along the Ride the Wilds system all have different rules. The sheriff's department is looking for input from different towns for rules that all can agree on for reasons of consistency and safety. Saunders provided the board with a list of issues he has spoken to other towns about already. Chief Cyr was in agreement that there needs to be consistency in the safety issues. Selectman Leblanc was also in agreement with many of the safety issues brought up.

c) Website Transition to Civic Plus Platform-Board approval, 6 week process- Town Manager Berkowitz explained the advantages of the new system. Denise Vallee explained the cost would be \$2400/yr with a \$3000 set up and migration cost which will be split over the next three years budgets.

Selectman White made a motion to move forward with the new Civic Plus website platform. The motion was seconded by Selectman Leblanc. All voted in favor.

Chairman Waddell asked Denise Vallee about the phone system. She is in the process of getting quotes as there are town departments whose phone systems are outdated, are not working properly, and cannot be patched.

d) Budget 2019 Review- Parks & Recreation/ Public Works et al

Recreation Department Director Jeff Stewart reviewed line items in the recreation budget that changed by either an increase or decrease, which were mostly due to cost and consumption changes. The recreation budget is up \$2953. The largest increase in the parks budget is for a new mower deck. Selectman Leblanc questioned some line items that have increased, but didn't show that they had been used up this year. Stewart explained that he would have to consult with Denise to get the correct numbers as the budget report is only through September 30. Revenues from the different parks and rec programs, along with ad space on the kiosk were also discussed.

Public Works Director Buddy Holmes reviewed the increased line items for the cemetery budget and the public works budget. Holmes pointed out the largest increase in the public works budget is for the cost of salt. The health insurance line has decreased which was explained by Denise to be caused by a reduction in cost and change in demographics. In reference to the electrical expense, Denise Vallee explained that Eversource has not switched the town over to LED billing, but the town will receive a credit at that time. Vallee also explained the need, as recommended by the town auditors, to create an expendable trust fund for land fill fees. Holmes is looking into purchasing a new cemetery pickup truck. Increases in the capital reserve lines were also discussed. A correction was made to the purchase price for the sidewalk blower, which should be 40, not 25. Chairman Waddell asked about the replacement timeline for the recycle and garbage trucks. Contract services and rates being charged were also discussed. Holmes advised the board of a problem they were having with the Snow Go and that they are waiting for the correct part to come in, but they can still use it.

4. Old Business/Updates:

a) Romano/NRCS Project Status Report- The project is wrapped up and a letter has been drafted allowing for return to the property in the spring to evaluate and deal with any vegetation issues there may be.

b) Spring Road Bridge/Culvert Project- The bypass bridge should be shut down at this time. The project will be winterized and continued in the spring.

c) FEMA Projects Reports

i. Stoney Brook Road- Awaiting Notification

ii. White Birch Lane Reimbursement- Awaiting Notification.

Nothing new to report.

d) Snow Storage Project at Town Garage-Updates

Note that Buddy is requesting approval to hire trucks/excavator to supplement his crews removal of the Inert debris pile (on hold as stated by Chairman Waddell).

Town Manager Berkowitz had provided the board with information on the consent agreement, which will be reviewed after the attorney adds necessary language.

5. Public Comment- An audience member asked who would be responsible for checking in drivers at public works during snow dumping. It was explained that public works would be responsible for that.

Another audience member asked when assessed values would be updated on the website. Town Manager Berkowitz will be looking into it.

6. Other Business:

a) Selectmen's Updates-

Chairman Waddell advised that Jeff Schall has agreed to be one of two representatives for the town of Gorham to the North Country Counsel.

Selectman Leblanc made a motion to appoint Jeff Schall the Gorham representative to the North Country Counsel. The motion was seconded by Selectman White. All voted in favor.

b) Approval of Minutes (Oct 29, 2018 Regular Meeting and Non-public Session, Nov. 6, 2018 Regular Meeting and Non-Public Session, Nov 13, 2018

Selectman White made a motion to accept the October 29, 2018 Regular meeting minutes. The motion was seconded by Selectman Leblanc. All voted in favor.

Selectman White made a motion to accept the non-public meeting minutes for October 29, 2018, Nov 6, 2018, and Nov 13, 2018 as written. Selectman Leblanc seconded the motion. All voted in favor.

c) Town Manager's Update-

The employees in the town hall have been instructed that the town offices will attempt to be open through noon on Monday December 24, 2018. Employees will have to take personal or vacation time if they want the afternoon off.

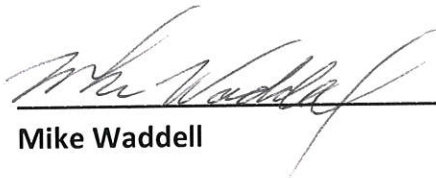
Selectman Leblanc questioned an ad in the paper that advised the public works and the transfer station would be closed on Thursday and Friday of Thanksgiving week. Town Manager Berkowitz advised the town offices are closed by personnel policy on Thanksgiving and the day after.


d) Sign Manifest; Abatements and Exemptions (if necessary): None.

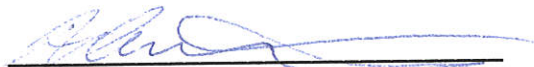
7. Non-Public Session: RSA 91-a:3, II, b, d, e (if needed)

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

REVIEWED AND APPROVED


Mike Waddell


Judy Leblanc


Adam White