

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
MONDAY NOVEMBER 26, 2018, 6:30 PM
TOWN HALL CONFERENCE ROOM**

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

ALSO PRESENT: Denise Vallee, John Scarinza, Michelle Lutz, Shannon Buteau, Mary White

1. Call to Order 6:30 PM- Chairman Waddell called the meeting to order at 6:03. It should be noted that the meeting was scheduled to begin at 6:30 according to the agenda. The meeting officially began at 6:14 after the arrival of Selectman Leblanc.

2. Appointments

3. New Business-

a) Abatement Requests-

Northway Bank filed an abatement which would cost the town more to fight it at BTLA than to equalize it. The value given up equals \$34,200 for an abatement of \$1029.87.

Selectman White made a motion to approve the abatement for those amounts. The motion was seconded by Selectman Leblanc. All voted in favor.

b) Budget 2019 Review

Michelle Lutz reviewed the line items in the assessing budget that had changed. Chairman Waddell questioned the property assessing line item which showed an increase to \$34,800. This amount is what is paid to Skip Sansoucy and KRT. CNHA was also discussed and it was explained that KRT's assessors comes to Gorham once a month to review exemptions, applications, etc. The budgeted fee for the NHMA conference was also discussed. The status of the assessing software was also discussed.

Michelle also discussed the planning and zoning budget. The part time line is now zero. The biggest change in that budget is the updates line item, which is dropping from \$7500 to \$5000.

Shannon Buteau presented the library budget, advising it was a flat budget with a capital reserve request for \$10,000. They are anticipating needing to eventually replace the roof, as

they are having leaking problems with the roofs in the wings of the library. Selectman White inquired why there was a \$1600 increase in the Admin/PT line. Buteau explained it was for a cleaning person and to increase the salary of the on-call librarians. Selectman White also questioned the number of hours the library is open, as it is open more than surrounding towns, and questioned if it could be cut back to 30 hours per week. Buteau cited the many programs the library offers as a reason for the amount of hours they are open. Selectman Leblanc questioned why the conference, meeting, and travel line increase. It was explained that Shannon is a new librarian and wasn't able to go to conferences or trainings last year and would like to go this year. Options to use the space upstairs were also discussed along with the programs that are offered during school hours. The board also asked about revenues and grants, which will be provided to the board.

4. Old Business/Updates:

a) Romano/NRCS Project Status Report- Status of closeout-delay of final inspection-

Town Manager Berkowitz advised the board the rip rap is in place, the channels are back where they should be, the work was done to specification. The redesign was satisfactory. The property that was disturbed was seeded and mulched with an agreement to come back if the area needs to be reseeded. The town is now waiting for a final report from NRCS so an invoice can be sent to Couture Construction and the process for reimbursement can be finished.

b) Spring Road Project- The town has received an invoice for this project and the town will be going through the process to get reimbursed.

c) Other- John Scarinza advised the board the lease for snow storage is in writing and ready for the board's signature. John has reviewed the property with Buddy. Cost of the lease would be \$500 for legal fees and a 5 month lease for \$3000.

Plow work has been done at the new snow storage area with three hours of bull dozer work. Truckers that are hired have asked for \$55 per hour per truck, increased from \$50. The dozer operator is requesting \$85 per hour this winter. This will be a \$5000 increase in the public works budget.

Selectman Leblanc made a motion to accept the lease agreement with P & L Cote Land and Partnership LLC. The motion was seconded by Selectman White. All voted in favor.

The select board signed the lease agreement.

**Selectman Leblanc made a motion to accept the contract with George Sansoucy, LLC.
Selectman White seconded the motion. All voted in favor.**

5. Public Comment-

Mary White expressed concern that the fire department, EMS, and police departments have cut their budget, yet the other departments are coming in with flat budgets. White does not feel that it is fair that the cuts are all coming from public safety.

6. Other Business

a) Selectmen's Updates-

Selectman White thanked Town Manager Berkowitz for the updates and information that he sends to the board.

Chairman Waddell discussed the issue of employees taking time off on Christmas Eve and it eventually becoming another paid holiday that had not been approved by the select board.

Chairman Waddell also discussed the 2.5% raise that departments have mentioned in their budgets. Chairman Waddell suggested forming a committee to review the wages across the town departments, especially that of the department heads. The committee would consist of the town manager, a selectman, and the finance director.

Chairman Waddell advised they would all be receiving a copy of "Knowing the Territory" which goes over the responsibilities of selectmen. Chairman Waddell also requested all the selectman and the town manager get a binder which includes the town personnel policy, the union contract, and the town code. He also proposed an ad hoc committee to revisit the personnel policy and suggested Selectman White take that on.

Per the above discussion, the board created two ad hoc committees: The policy committee will consist of Selectman White, Denise Vallee, and the Town Manager. The wage and salary committee will consist of Selectman Leblanc, Denise Vallee, and the Town Manager

Chairman Waddell requested Selectman White be appointed the alternate selectman representative to the planning board.

b) Approval of Minutes (November 19, 2018 Regular meeting and Non-public Session)

Selectman Leblanc made a motion to accept the Public Meeting Minutes for November 19, 2018. Selectman White seconded the motion. All voted in favor.

Selectman White made a motion to accept the non-public meeting minutes for November 19, 2018. Selectman Leblanc seconded the motion. All voted in favor.

c) Town Manager's Report-

Town Manager Berkowitz advised the board that a new server for the town office had been ordered.

d) Sign Manifest; Abatements and Exemptions (if necessary)

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

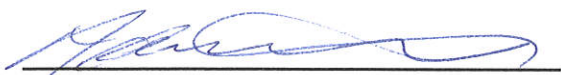
Selectman Leblanc made a motion to go into non-public session under RSA 91-a:3, II, b, e if needed. The motion was seconded by Selectman White. Selectman White-aye, Selectman Leblanc-aye, Chairman Waddell-aye.

REVIEWED AND APPROVED.



Michael Waddell

Judy Leblanc



Adam White