

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
MONDAY OCTOBER 1, 2018,
TOWN HALL CONFERENCE ROOM**

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

ALSO PRESENT: Edith Tucker, Denise Vallee, Michelle Lutz,

1. Call to Order 5:00 PM

2. Non-Public Session: RSA 91-a:3, IIc

Public Session was called to order by Chairman Waddell at 6:17 PM.

3. Appointments: There were none.

4. New Business:

a) Abatement Requests: There were none.

b) Discussion regarding the \$53,000 Highway Block Grant: The grant can be used for any project for which there is no appropriation. The town needs to make a determination. In order to carry that money through to next year, the town needs to decide on a project and put it out for bid. Chairman Waddell cautioned against picking a project which could be grant funded. The sidewalk on Route 2 would need to be reviewed by the state's engineers which could put the town past the deadline. Clay Brook Road and Crestwood Drive were discussed. Projects could be prioritized, put out to bid, and money used where the shortfall is.

Selectman Leblanc made a motion to pave as much road as possible on Jimtown Road, Crestwood Drive, and Gorham Heights. The motion was seconded by Selectman White. All voted in favor.

c) FEMA Grant Application Process Notification: Town Manager Berkowitz advised the board that FEMA has notified towns about money available. Town Manager Berkowitz has spoken with HEB who advised due to the complicated application process, the end result would not be satisfactory.

d) Annual Renewal fee for the only Notary Public on Staff: Town Manager Berkowitz asked the board to consider paying the renewal fee for the town's notary in the amount of \$75.

Selectman Leblanc made a motion to authorize paying the renewal fee for the notary the town has on staff. The motion was seconded by Selectman White. All were in favor.

e) Request from PWD-Replacement of dump body on existing truck: Town Manager Berkowitz presented the board with the further information that Buddy put together at their request. There were three proposals to replace the dump body. The proposal that was recommended by Buddy was for \$7565.

Selectman Leblanc made a motion to authorize the replacement of the dump body at a cost of \$7565. The motion was seconded by Selectman White. All voted in favor.

5. Old Business/ Updates:

a) Romano/NRCS Project Status Report-Status of Wetlands Permit: Town Manager Berkowitz advised the wetlands permit has been received. The town received a third attached file from the Army Corp of Engineers advising the project cannot be started until they review it. There should be a decision within the week. Plan B would be to apply for another extension and push the project until the spring. Town Manager Berkowitz requested authority from the board to execute a contract with Couture Construction based on their bid.

Selectman White made a motion to authorize the interim town manager to execute a contract with Couture Construction based on their bid. The motion was seconded by Selectman Leblanc. All voted in favor.

B) Spring Road Bridge/Culvert Project Update: In process

c) FEMA Projects October 2017 Storm Event:

i. Stony Brook Road- No Updates.

ii. White Birch Land Reimbursement- No updates

d) Snow Storage at Town Garage-

i. Extension of Lease with Eversource: The town has not received any executable documents from Eversource.

ii. Snow Storage Policy and Procedure Draft- on hold

iii. CMA Contract Amendment-

e) Woodland Park-Status and Road Easement-

f) Cascade Truck Signage- Chief Cyr has made calls to some of the GPS companies. Signage is on hold as the size is determined by the speed of the road and a larger sign does not conform with DOT requirements. Chairman Waddell requested a written response from Chief Cyr about the GPS issue.

g) Gorham Paper & Tissue Tax Payments-Status- In process

6. Public Comment:

Michelle Lutz advised figures ended up a little better than they were before which can be attributed to current use values going up and the Munce Properties going from non-taxable to taxable. This made the overall number not as bad as they first thought. The actual number is a little over 2.5 million. Today is the deadline to get the MS1 back to the DRE, which she will submit electronically if the board approves.

Selectman Leblanc made a motion to accept the MS1. Selectman White seconded the motion. All voted in favor.

Michelle explained to Edith Tucker that the loss in value ended up being a little over 2.5 million, instead of 4.3 million like they originally thought.

An audience member advised the CMA contract amendment was not discussed and asked if there was anything new on that. Town Manager Berkowitz advised the current amendment, number 2, which is based on a budget allowance of \$5000 for the scope of work required, which will not extend beyond the vernal pool. Chairman Waddell suggested the board take the time to review it and discuss it at their next meeting. If the amendment is approved, the total contract is for \$21,000.

7. Other Business:

a) Selectmen's Updates:

Selectman Leblanc asked Town Manager Berkowitz to discuss the reports from the assessor's abatement company for the trailers. Town Manager Berkowitz explained to the board that there were two trailers that were taken by the town. There was suspicion that they needed testing to determine if there were substances that would interfere with the demolition process, which was done. The results determined there was 1% asbestos in one trailer and 2-3% in the other. A quote has been provided to abate and remove the asbestos in those trailers in the amount of \$3700. Once the asbestos has been taken care of there is nothing to stop the town from demolishing and disposing of the trailers.

Selectman Leblanc made a motion to authorize the town manager to sign the contract with Affordable Asbestos and Demolition Services in the amount of \$3700. The motion was seconded by Selectman White. All voted in favor.

Chairman Waddell advised that the town of Gorham moving forward will not take property of any kind without due diligence of a TRC meeting, the sign off of the town manager, and being brought before the board of selectman for approval.

Chairman Waddell advised the Planning Board is holding an economic development forum on Monday November 5 from 6-8 pm in the Gorham High School Cafeteria. Everyone in town is invited.

Chairman Waddell also spoke about the North Country Council's two representatives from Gorham, who are Jeff Schall and Paul Robitaille. Jeff Schall will get back to them, but Paul Robitaille has committed. Chairman Waddell requested a motion appointing Robitaille to the North Country Council.

Selectman White made a motion to appoint Paul Robitaille to the North Country Council. The motion was seconded by Selectman Leblanc. All voted in favor.

Chairman Waddell read a note from Lee Carroll advising that Glide Operations is requesting use of the airport from October 5 through October 15.

Selectman Leblanc made a motion to approve Glide Operations use of the airport. The motion was seconded by Selectman White. All voted in favor.

Chairman Waddell asked that the town clerk, Carol, be added to the agenda for the meeting on October 15 to talk about what the town is going to do for the election so the board and the town clerk are all on the same page regarding preparations.

Chairman Waddell asked for an email from the town manager about the town's website's contract being up and asked that he speak with SAU20's IT department to see what they are doing.

b) Approval of Minutes (September 17, 2018 Regular Meeting, September 17, 2018 Non-public session, September 10, 2018)-

Chairman Waddell stated he would accept the regular meeting minutes as presented, but thought there should have been more information under abatement requests.

Selectman Leblanc made a motion to accept the September 17, 2018 regular meeting minutes as presented. Selectman White seconded the motion. All voted in favor.

Selectman Leblanc made a motion to accept the non-public minutes for September 17, 2018. The motion was seconded by Selectman White. All voted in favor.

Non-public minutes for September 10, 2018 will be approved on October 15th.

c) Town Manager's Report-

Town Manager Berkowitz shared findings from the latest department head meeting. The rec department budget is on target and their building usage is now increasing.

Town Manager Berkowitz discussed John Scarinza and Jay Watkins for their efforts in handling damages from the October storm.

Selectman Leblanc asked if the resource center was paying a fee for the use of the rec department building, as it had been brought up by the budget committee. Town Manager Berkowitz advised they were not.

Town Manager Berkowitz asked for clarification regarding Christmas this year, since Christmas is on a Monday. Selectman Leblanc advised Robin had authorized closing the day before Christmas in the past, but it had not been approved by the board.

d) Sign Manifest; Abatements and Exemptions (if necessary)- There were none.

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

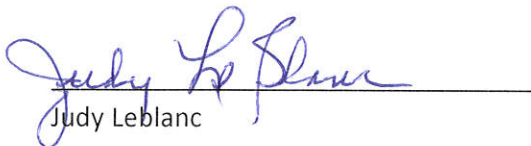
Selectman White made a motion to go into non-public session under RSA 91-a:3, II, b, e. The motion was seconded by Selectman Leblanc. Selectman White-aye, Selectman Leblanc-aye, Chairman Waddell-aye.

9. Adjournment:

REVIEWED AND APPROVED
GORHAM BOARD OF SELECTMEN



Michael Waddell



Judy Leblanc



Adam White