

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
TUESDAY SEPTEMBER 17, 2018, 5:30 PM
TOWN HALL CONFERENCE ROOM**

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

ALSO PRESENT: Denise Vallee, Edith Tucker, Pat Mohan, Michelle Lutz, Diane Bouthot, Helen Beausejour

1. Call to Order 5:30 PM: Chairman Waddell called the meeting to order at 5:30 PM

2. Non-Public Session: RSA 91-a:3. Ilc

(c) Matters if discussed publicly could impact the reputation of a person.

At 5:30 pm. Selectman Adam White made the motion to go into non-public session under RSA 91-a;3,II e. The motion was seconded by Selectman Judy LeBlanc. A roll call vote was taken. Selectman White voted yes, Selectman LeBlanc voted yes and Chair Mike Waddell voted yes.

At 6:10 pm. Selectman Adam White made the motion to go out of the non-public session. The motion was seconded by Selectman Judy LeBlanc. A roll call vote was taken. Selectman Adam White voted yes, Selectman Judy LeBlanc voted yes and Chair Mike Waddell voted yes.

Public session was called to order by Chairman Waddell at 6:10 PM

3. Appointments: There were none.

4. New Business:

a) Report by the Town's Auditing Firm, Melanson Heath- Pat Mohan from Melanson Heath advised the town's financial statements are in compliance with general accounting practices and they have issued an unmodified opinion, or a clean opinion, which he stated is the best you can get. Mohan explained what was on the entity wide financial statements and went over the town's liabilities. The town is in a positive position where capital assets outweigh liabilities. Mohan also explained the analysis of the general fund, the assigned balance, and the unassigned balance. The town has no outstanding bonds at this time. Revenues were higher than budgeted. Departments turned back slightly less than the year before. The town had a

good year in revenues and expenditures. Mohan also explained the water and sewer department's portion of the audit. Mohan also reviewed the management letter.

b) Abatement Requests- Michelle Lutz presented the board with a report of the new values for the properties that Sansoucy reviews, which have gone down. She also explained the cases that were heard in Merrimack and how it related to how the properties are valued in Gorham.

c) Exchange Street Sign Proposal- Denise Vallee presented the board with a proposal for a sign to replace the kiosk that was removed from the end of Exchange Street. The sign will be placed on an existing street light pole and will be lit from both sides. Businesses will cover the cost of having their sign on the new sign, possibly contributing to installation as well. Chairman Waddell read the costs associated with the sign. Cost to the town will be \$1885.

Selectman White made a motion to approve the sign. The motion was seconded by Selectman Leblanc. All voted in favor.

d) Repurchase of Land at 3 Mountain View Road per Statute- Town Manager Berkowitz requested the board authorize the transaction.

Selectman White made a motion to authorize the transaction. The motion was seconded by Selectman Leblanc. All voted in favor.

e) Resignation of Deputy Town Clerk/Tax Collector- Town Manager Berkowitz suggested the board discuss whether the replacement should be full or part time. Chairman Waddell explained the position was discussed in the past as being 1/3 town clerk, 1/3 tax collector, and 1/3 finance. It has mostly been town clerk and tax collector duties. Denise Vallee cautioned the board on segregation of duties. Chairman Waddell would like to see someone cross trained.

Selectman Leblanc made a motion to accept the resignation of the deputy town clerk/tax collector. The motion was seconded by Selectman White. All voted in favor.

5. Old Business/ Updates:

a) Romano/NRCS Project Status Report- Town Manager Berkowitz advised the wetlands application is still in process. NRCS is looking at a project completion this fall if the permit comes through in the next two weeks.

b) Spring Road Bridge/Culvert Project Update- No discussion

c) FEMA Projects October 2017 Storm Event-

i. Stony Brook Road- Town Manager Berkowitz is waiting to hear that the new review of the road costs are more in line with what the town's engineers have determined.

ii. White Birch Lane Reimbursement- The necessary documentation has been submitted and accepted.

Inlet/ outlet issues for Libby Pool have also been accepted by FEMA.

d) Snow Storage at Town Garage-

i. Snow Storage Policy and Procedure Draft-

ii. CMA Contract Amendment-

Town Manager Berkowitz sent a letter to Eversource going over what was discussed during their meeting asking for an additional year.

e) Woodland Park-Plowing and Road Easement- It hasn't been signed by the town manager yet, but it's done.

f) Cascade Truck Signage- Chief Cyr will be reaching out and getting back to the board.

g) Gorham Paper -Tissue Tax Payments-Status- Struck from the agenda. Chairman Waddell advised it was agreed that this would be discussed in non-public session.

6. Public Comment:

Diane Bouthot advised the budget committee has been meeting, and has another meeting next Monday. Shelli has advised her that she may no longer be able to do the minutes after Monday's meeting. Diane asked if dispatch could also do the budget committee minutes. Town Manager Berkowitz asked for the board's approval to look into how all the different committee's meeting minutes are done. Diane asked to put an ad out for a minutes taker.

An audience member asked when the Woodland Park issue would be settled. Town Manager Berkowitz stated he would ask Attorney Boutin when the documents would be ready to sign.

An audience member expressed concerns over the town's financial position in light of the news that Michelle presented the board with. She suggested that when people resign or retire that the town think outside the box.

7. Other Business:

a) Selectmen's Updates-

Selectman Leblanc advised she spoke with Buddy about replacing the dump body on the dump truck. Town Manager Berkowitz has also spoken with Buddy regarding this issue and it is cheaper to replace the dump body than to buy a new truck. Chairman Waddell suggested Buddy put together something for the board to look at outlining what he needs and how it will come out of his budget.

b) Approval of minutes (September 4, 2018, Public and Non-public Session, September 10, 2018 Non-public Session)

Chairman Waddell requested the public minutes for September 4, be amended as follows; on page 4, paragraph and in the resulting motion, change the word evaluation to valuation.

Selectman Leblanc made a motion to accept the public minutes for September 4, 2018 as amended. Selectman White seconded the motion. All voted in favor.

Selectman White made a motion to accept the non-public minutes for September 4, 2018. The motion was seconded by Selectman Leblanc. All voted in favor.

Selectman Leblanc made a motion to accept the non-public minutes for September 10, 2018 as written. Selectman White seconded the motion. All were in favor.

Edith Tucker asked about the town manager and police officer hiring processes. Chairman Waddell advised nothing new to report.

c) Town Manager's Update- No Updates.

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

8. Non-Public Session: RSA 91-a:3, II, b, e

At 7:51 pm. Selectman Adam White made the motion to go into non-public session under RSA 91-a;3,II b. The motion was seconded by Selectman Judy LeBlanc. A roll call vote was taken. Selectman White voted yes, Selectman LeBlanc voted yes and Chair Mike Waddell voted yes.

At 9:50 pm. Selectman Judy LeBlanc made a motion to go out of the non-public session. The motion was seconded by Selectman Adam White. A roll call vote was taken. Selectman Judy LeBlanc voted yes, Selectman Adam White voted yes and Chair Mike Waddell voted yes.

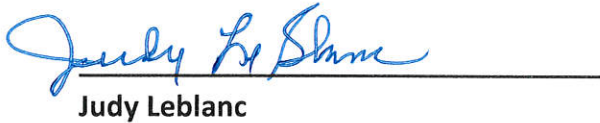
9. Adjournment:

At 9:50 pm. Selectman Judy LeBlanc made a motion to adjourn the regular meeting. The motion was seconded by Selectman Adam White. A roll call vote was taken. Selectman Judy LeBlanc voted yes, Selectman Adam White voted yes and Chair Mike Waddell voted yes.

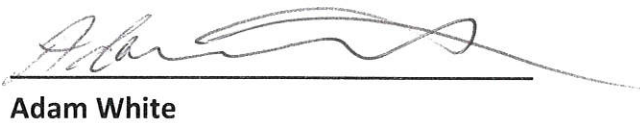
Reviewed and Approved



Michael Waddell



Judy LeBlanc



Adam White