

**MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
MONDAY, MAY 2, 2016 6:00 PM
TOWN HALL CONFERENCE ROOM**

Gorham Selectmen present: Grace LaPierre, Terry Oliver, Patrick Lefebvre
Also present: Robin Frost, Town Manager; Jeff Schall, Kirstan Knowlton, *Berlin Daily Sun*

1. Call to Order:

The meeting was called to order by Chairman Lapierre at 6:00 pm.

2. Appointments: There were no appointments scheduled.

3. New Business:

a) Cascade Railroad Crossing Waiver – TM Frost explained that this is the railroad crossing on Route 16 in Cascade. The letter to DOT requesting that this crossing become exempt was never sent and she will get the letter out to them this week and will keep this on the agenda until it is resolved.

b) USFS Grant Police Department Patrol – TM Frost reviewed the grant application with the Board members. This is for police patrol in the National Forest; for the most part, these patrols take place in the Dolly Copp Campground area. **On a motion by Selectman Oliver, seconded by Selectman Lefebvre, the Board authorized the Chairman to sign the documents.**

c) Library Trustee Alternate Appointment – The Library Trustees have requested that Margaret Laperle be appointed the alternate to their Board. **On a motion by Selectman Oliver, seconded by Chairman LaPierre, the Board unanimously approved the appointment of Margaret Laperle as an alternate to the Library Board of Trustees.** The appointment certificate was signed.

At this time, TM Frost also brought forward an appointment certificate for Lenwood Knowles for another year as an alternate to the Zoning Board of Adjustment. **On a motion by Selectman Lefebvre, seconded by Selectman Oliver, the Board unanimously approved the appointment of Lenwood Knowles as an alternate to the Zoning Board of Adjustment.** The appointment certificate for Mr. Knowles was signed.

TM Frost also reported that Shelli Fortin has been selected by Town Clerk/Tax Collector Carol Porter as the new Deputy Town Clerk/Tax Collector. She will be officially appointed by TC/TC Porter upon approval of the Board. **On a motion by Chairman LaPierre, seconded by Selectman Oliver, the Board unanimously approved the appointment of Shelli Fortin as Deputy Town Clerk and Tax Collector.**

d) Acceptance of Hazard Mitigation Plan – TM Frost brought forward the forms to be signed upon approval of the Hazard Mitigation Plan. She mentioned that the minor changes that were suggested by Selectman Lefebvre will be incorporated, if possible. **On a motion by Chairman**

LaPierre, seconded by Selectman Oliver, the Board unanimously approved and adopted the Hazard Mitigation Plan. The required documents were signed and will be sent to Mapping and Planning Solutions.

4. Old Business:

a) Fire Chief Hiring Process – TM Frost reported that the deadline for submission of applications passed today at 5pm. The Town received 18 applications. The next step is to have a representative from Primex in to facilitate the meeting to determine what we need in our new fire chief. Then 10-12 applications will go to Municipal Resources, Inc. to vet and reduce to 5 or 6 to be interviewed by the panel of three MRI consultants.

b) Public Works Office Building Update – The official award of the \$30,000 grant has come through from USDA and once the bid specifications have been reviewed by them, we will move forward and advertise for bids. It was questioned whether this grant would even come into play if we do not spend at least \$103,000. TM Frost will check on this with FD Vallee.

c) Bathrooms at Libby Pool Update – Construction will begin in the next couple of weeks and the bathrooms should be complete by the time the pool officially opens.

d) Spring Road Culvert Update – TM Frost reported that a meeting had been set up with a FEMA representative for Friday, but they canceled due to car trouble. No further date has been established.

Selectman Lefebvre asked about the end of Evans Street, where the LaJoie property begins. TM Frost stated that we have not yet heard from the attorney, but she will ask him to get the opinion to us as soon as possible. Selectmen Lefebvre stated that Mr. LaJoie is anxious to get moving on developing the property. Selectmen Oliver said that the fire hydrant is in the way of his access, but Selectman Lefebvre said that Mr. LaJoie has plans to go around the hydrant. TM Frost said that she would get in touch with Mr. LaJoie to see what his plans actually are. It is the opinion of the Board that the Town should give this property to Mr. LaJoie. TM Frost reminded the Board that discontinuing a Town-owned road or any portion of a Town-owned road takes a vote at Town Meeting. This is why the opinion from the attorney is important to have before anything is done.

Selectmen Lefebvre asked about the playground in Cascade and if we had heard from the Mill yet as to whether they will sign the lease for the property where the playground equipment would be replaced. TM Frost said no, we hadn't heard yet, but we have other issues that we are working on with the Mill, such as whether they will commit to paying anything on their delinquent taxes and the 2014 abatement case pending before the BTLA. TM Frost will keep asking them about this to see if they will sign the lease and we can get some equipment in there.

5. Public Comment: Jeff Schall asked the status of the new financial software. TM Frost stated that kickoff meetings are set for this week and next and then the conversions will begin.

Kirstan Knowlton asked if the Public Works building is new construction and where it will go.

TM Frost reported that it is a new building and it will be going in the same place as the old office building; around the back of the garage.

6. Other Business:

a) Town Manager's Update: TM Frost stated that Jeff Stewart, Recreation Director, is looking to form a focus group to consider what kind of use there could be for the property to the south of the softball field at Libby's. He would like the Board's approval to move forward with this group discussion in order to bring ideas back to the Board. The Board agreed by consensus.

b) Selectmen's Updates: Selectman Lefebvre asked about missing patient transfers of Gorham residents from AVH because we were already on a transfer out of Memorial Hospital in North Conway. He said this has happened on more than one occasion and asked why we were not available for Gorham residents. TM Frost asked if he could pinpoint the incidents and he said that he had no idea who the patients were, but he was getting calls from people he knew letting him know that this was happening. TM Frost said that she would get more factual information from EMS Director Miller and let the Board know. It was further explained by TM Frost that we do not take two transfers at a time, but only one so that the remaining ambulance would stay in Town for 911 calls.

Selectman Lefebvre asked who would monitor the curb cuts that needed fixing on Main Street. He noted that they had only been filled with gravel so far and that was inadequate. TM Frost explained that the asphalt plant had not yet opened up for the season and once it had, they would pave the patches that were bare now. TM Frost will ask PWD Holmes to review all of the business entrances on Main Street to identify those that need repair.

Selectman Lefebvre asked about the parking of tractor-trailer trucks on Cascade Flats Road. He said that they are going to destroy the road. They are queued up waiting to get into the Mill. Different arrangements need to be made so the road does not get totally destroyed and they aren't blocking the travelled way.

Selectmen Oliver asked about finding a way to fix the sidewalks on Lancaster Road. They are in very bad shape and need repair from the railroad tracks to Buteau's house. He suggested that PWD Holmes should spend some of the appropriated funds on this repair this year. TM Frost will meet with PWD Holmes to see if a plan can be developed.

Selectmen Oliver asked about the Munce properties and TM Frost said that one property has been cleared of environmental issues and may be able to be deeded to the Town. TM Frost will see if the reports are ready on the other properties yet to see if they are also clear.

Selectman Oliver asked if we could change the hours of the transfer station to stay open later a couple of nights per week. TM Frost said that it is now open every Saturday morning. He still would like to see some late afternoon/early evening hours. TM Frost said that she didn't think the schedule would work well if we did this, but she would speak with PWD Holmes to see what, if anything, we could do.

Chairman LaPierre stated that she had received some unpleasant emails from the Gorham Players and the Medallion Opera House Committee members over the weekend. They are concerned that the Board of Selectmen do not support that arts as evidenced by the Gorham Players' rehearsal being cut back a couple of hours last Monday night so the Board could meet with Commissioner Jeff Rose, DRED, and about 80 or so area residents about the rail trail being open to OHRV use to Jimtown Road. TM Frost said that very rarely does the Town have to bump anyone from using the Opera House, but on this rare occasion, the Gorham Players were asked to be done with their rehearsal by 6 pm so the Selectmen's meeting could take place in the Opera House. Chairman LaPierre asked TM Frost if she had checked the calendar before coming to the meeting where the Board decided to have it in the Opera House and TM Frost said no, past practice had been to bump a non-Town business related usage in favor of Town business. It had not been a problem in the past. Chairman LaPierre said that the Gorham Players and the Opera House Committee would be coming to the next meeting to discuss the issue. Selectman Lefebvre stated that he didn't want people being angry with the Board unnecessarily.

c) Approval of Minutes (April 18 & April 25, 2016) – On a motion by Chairman LaPierre, seconded by Selectman Oliver, the Board unanimously approved the minutes of April 18, 2016 as prepared and the minutes of April 25, 2016 as amended for typos.

d) Sign Manifest; Abatements and Exemptions (if necessary) – Nothing to be signed at this time.

7. Non-Public Session: RSA 91-a:3, II c – On a motion by Chairman LaPierre, seconded by Selectman Oliver, the Board moved into non-public session by roll call vote at 7:07 PM. Lapierre - Aye, Oliver – Aye, Lefebvre – Aye.

On a motion by Chairman LaPierre, seconded by Selectman Oliver, the Board moved out of non-public session by roll call vote at 7:13 PM. Lapierre - Aye, Oliver – Aye, Lefebvre – Aye.

8. Adjournment

The meeting was adjourned at 7:13 pm.

REVIEWED AND APPROVED:

Grace LaPierre

Terry Oliver

Patrick Lefebvre