

**MINUTES OF SELECTMEN'S MEETING  
TOWN OF GORHAM  
MONDAY, MAY 16, 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*, Finance Director Denise Vallee, Recreation Director Jeff Stewart, Members of the Medallion Opera House Committee and Gorham Players

**1. Call to Order:**

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

**2. Appointments:**

a) **Medallion Opera House Committee** – Bruce Fike, who is chair of the Medallion Opera House Committee, stated that the committee hopes that the Board understands the seriousness of the incident that happened to the Gorham Players two weeks ago. They hope that the Board will develop a policy to prohibit this in the future. The Board received a letter from members of the Medallion Opera House Committee expressing their displeasure in the Gorham Players being bumped early from practice in the opera house on Monday, April 25<sup>th</sup> due to a Town meeting with Commissioner Rose of NH DRED. It was an important rehearsal and they feel that if the opera house is reserved by someone, nothing should supersede it. Selectman Oliver stated that he would agree that the week of the play or performance would be “cast in stone.” Chairman LaPierre apologized to the staff and the players for the interruption. The Board did not know that there was a rehearsal on that night. The policy needs to be changed so that all are aware. The Town meetings will no longer supersede any other use. She apologized again and said these were unfortunate circumstances. Selectman Lefebvre said that there was no clue that there was anything booked. They would have certainly moved their meeting to the school. There were two dates that Commissioner Rose had given to the Town. Claude Pigeon asked if the Board would formalize the whole process to close any gaps that allowed this to happen in the first place; the procedure needs to be spelled out. The Board agreed to develop a policy that would ensure that this incident would not happen again and apologized again for the disruption.

**3. New Business:**

a) **33 Exchange Street** – TM reported that the town has been offered the old funeral home property by Dan Dagesse who recently purchased it. The Board will hold a public hearing on the acceptance of the property on May 31<sup>st</sup> at 6 pm. The cost to the Town is whatever the repairs to the building are as well as the cost of the title search and deed. This is approximately \$29,000, including a new heating system, exterior painting and sign improvements. All of the funding associated with repairs and legal counsel will come from the Recreation Revolving Fund. Selectman Lefebvre asked if bids were received for the work. Recreation Director Jeff Stewart stated that he had solicited bids for each aspect of the work. RD Stewart will have his offices in

this building as well as an office for the Senior Program Coordinator and the use for the rest of the building will be discussed with a focus group to see how this will be best done going forward; suggestions so far are as a teen center, senior center and civic group meeting room. Selectman Oliver asked what is the amount of taxes that the property yielded each year. TM Frost reported that it was \$4959.78 in 2015. If that is spread over the 1800 or so parcels in the Town, it is \$2.76 per parcel. The Board agreed that the project should move forward and RD Stewart will let the contractors know that they can move forward with the work.

**b) New Software Implementation Schedule** – TM Frost reported that the software implementation schedule has been determined with the financial software being implemented in early October and the AssessPro and CollectPro implementation in mid-January 2017. Work has begun and the kick off meeting with Accu-Fund is this Friday.

#### **4. Old Business:**

**a) Evans Street** – Roger and Lorraine LaJoie were in to discuss access to the property they purchased at the end of Evans Street. TM Frost reported that the attorney is finishing up their work on this matter and will be receiving the last two deeds that they need to complete their research. Preliminary research indicates that the Town probably abandoned this road by not building it out or maintaining it. If that is the case, the abutters adjacent to the unbuilt portion of the road would own to the center line of the road and the LaJoie's would have to gain an easement from them. The matter was discussed further with TM Frost suggesting that the Board wait until the letter from the attorney is received before going to much further with the discussion. When the letter comes in from the attorney, the Board gave TM Frost authorization to send it to Mr. and Mrs. LaJoie.

**a) Fire Chief Hiring Process** – TM Frost reported that Primex is meeting with us tomorrow night at 6 pm. The results of that meeting will be compared to the applications received and the top 5-6 will be sent to MRI for review. They will then schedule an Oral Board for those 5-6 applicants. Selectman Lefebvre asked who would be at the meeting with Primex. Chairman LaPierre stated that she was under the impression that the committee would be reviewing the applications. TM Frost said that the committee is only determining what the Town should be looking for in the new fire chief. There are three questions to be answered: Essential skills and qualities, roadblocks to a smooth transition, and critical issues facing the new fire chief.

**b) Public Works Office Building Update** – TM Frost said that the drawings and bid specifications are complete. These have been sent to USDA for their review and approval. Once that is completed, the bid package will be advertised. Selectman Lefebvre asked if demolition was part of the bid and TM Frost told him that the Public Works crew will do it themselves.

**c) Bathrooms at Libby Pool Update** – RD Stewart reported that the concrete is poured for the foundation and the project will be completed before the summer program begins. Changing rooms are nearly complete and they look fantastic!

**d) Spring Road Culvert Update** – There will be a FEMA site visit this Thursday, though no time has been set yet. EMD Miller, TM Frost and Josh McAllister from HEB Engineers will be

attending. Once FEMA approves the project, the rest of the engineering work can begin.

**5. Public Comment:** There was no public comment at this time.

**6. Other Business:**

**a) Town Manager's Update** – There was nothing new to report.

**b) Selectmen's Updates**

Selectman Lefebvre asked if there was any progress with the Mill and the motion for a protective order before the Board of Tax and Land Appeals. TM Frost said that the motion had been granted by the BTLA and the Mill had sent some of their financials already. Once all of the reports have been received and reviewed, we will schedule a meeting with them and discuss all of the open matters.

Selectman Lefebvre asked if we had any more information on the sidewalk on Lancaster Road. TM Frost stated that PWD Holmes would be getting a price to repair the sidewalk.

Selectman Lefebvre wondered if the owners of the Chinese restaurant would have to place asphalt over the hole in their driveway. TM Frost will look into this.

Selectman Lefebvre stated that he is glad to see that the Tinker Brook Project has begun. The southern entrance of Cascade Flats Road is now closed. He asked that the Town keep an eye on the northern entrance for wear and potholes because of added use. He also asked about the "No Trucks" sign being able to be raised up. TM Frost stated that the approval was given by NH DOT and this will be done before that entrance is reopened.

Jeff Schall was recognized by the Chair and he asked again if the Town could place material and smooth out the very bad spot on Clay Brook Road. TM Frost will speak with PWD Holmes to see if he can do this soon.

Selectman Lefebvre asked if TM Frost had found someone to take minutes for the Board meetings. TM Frost said she had not yet. Chairman LaPierre said that she would ask around and TM Frost said that for the time-being, she would like to continue taking them so she could use the funds saved for Department Head training in June. This was fine with the Board.

**c) Approval of Minutes (May 2, 2016) On a motion by Chairman LaPierre, seconded by Selectman Oliver, the minutes of the meeting of May 2, 2016 were unanimously approved as prepared.**

**d) Sign Manifest; Abatements and Exemptions (if necessary)** – Everything was already signed.

**7. Non-Public Session:** RSA 91-a:3, II a-e – There was no need to go into non-public session.

## **8. Adjournment**

The meeting was adjourned at 7:13 pm.

**REVIEWED AND APPROVED:**

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**Grace LaPierre**

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**Terry Oliver**

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**Patrick Lefebvre**