

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
MONDAY, JUNE 27, 2016 6:00 PM
TOWN HALL CONFERENCE ROOM**

Gorham Selectman present: Grace LaPierre, Terry Oliver, Patrick Lefebvre

Also present: Robin Frost, Town Manager; Kirstan Knowlton, *Berlin Daily Sun*; Chad Miller, EMS Director; Chief PJ Cyr; Jeff Stewart, Recreation Director; Denise Vallee; Jeff Schall; Michael Waddell; Preston and Sarah Baillargeon; and others.

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) Public Works Office Building Bids – TM Frost advised that three bids were received; one from Ray's Electric for \$159,000, one from Couture Construction for \$187,400, and one from Yourison Builders for \$220,000. The architect, David Laurin, has the bids and is reviewing them. All three are above the amount that was allocated for the project, as the estimate was \$133,300. Jeff Schall asked what the size of the addition is, and TM Frost advised it is 576 square feet. TM Frost advised that we are unable to accept any of the bids unless we are able to negotiate the price down. Selectman Lefebvre asked if downsizing would be an option. TM Frost advised that the architect is reviewing the specs. Mike Waddell asked if the heating system was changed, and was advised that it had been. Waddell also mentioned that so many specs scare some contractors away. Chairman LaPierre recommended to put the project on hold until input is received from the architect.

b) Acceptance of Agreement with Gorham Paper and Tissue re: Assessment – TM Frost advised that we have a signature on the agreement from the CFO of Gorham Paper and Tissue, and will be getting one from the CEO. They are waiting on a signature from us. Chairman LaPierre read the agreement. Michael Waddell asked what the current and original valuations of the property were, and TM Frost advised it was approximately \$13 million at the revaluation, and is currently at \$11 million. Waddell also inquired as to how much interest the town would be waiving, and TM Frost advised it is about \$225,000. Chairman LaPierre advised that they were happy with the \$9 million that was agreed upon and advised that the term of payment is shorter than originally planned. **On a motion by Chairman LaPierre, seconded by Chairman Lefebvre, the board unanimously approved the agreement and signed it.**

Officer Patrick Riendeau, the newest officer at the Gorham Police Department, was sworn in by Denise Vallee. Chief PJ Cyr pinned on his badge, and Officer Riendeau was congratulated by everyone present.

c) Emergency Management Performance Grant – Repeater on Pine Mountain – TM Frost advised that the grant agreement for the repeater on Pine Mountain needs to be approved and signed. The town portion of the funds will come from the Dispatch Capital Reserve Fund. Chairman LaPierre asked if the money was paid up front and then reimbursed and if there was a way for the reimbursement to be returned to the Police Department budget. Denise Vallee advised that she may be able to create a separate line item specifically for the grant. **On a motion by Selectman Oliver, seconded by Chairman**

LaPierre, the Town of Gorham Board of Selectman, in a majority vote, accepted the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$2400 for the purchase of a 10KW generator for the repeater. Furthermore, the Board acknowledges that the total cost of this project will be \$4800, in which the Town will be responsible for a 50% match (\$2400).

The Highway Safety Equipment Grant for solar-powered pole mounted driver feedback signs was discussed. Chief Cyr advised that DOT approval for the displays was granted two weeks ago. They will consist of a radar gun and a display to show the speed. If the speed is 5 over or more, the sign will display "slow down" and blink. One will be placed on Route 2 by the Shelburne town line, where ATV access begins. The other will be on Lancaster Road, near where the OHRV parking begins. Jeff Schall asked if the units were self-contained. Chief Cyr advised that they are solar-powered and the cost includes the mounting system and the pole. Cost will be \$9382, with half being funded by town Special Equipment Fund. **On a motion by Selectman Lefebvre, seconded by Selectman Oliver, the board unanimously approved the grant and it was signed.**

d) Fencing and Playground Equipment at Libby's – Jeff Stewart, Recreation Director, showed the board plans for a new fence and swing set at Libby Pool. The fence will run from the gate to the new building along the beach area. The fence is supported by 4x4 posts, covered by a sleeve, with fencing between the posts. RD Stewart advised that he has received two quotes, but will be requesting a proposal for bids by advertisement. The ad will run for three days, and bids will be due on July 15. The second project is to replace the swings that were removed. A 6-swing set, similar to the one on the common, will replace it. RD Stewart is getting quotes from playground equipment companies. The Public Works Department will assist in installing the playground equipment, and will assist with removing the old fence and installing the new one.

4. Old Business/Updates:

a) Bathrooms at Libby Pool – Jeff Stewart advised that the bathrooms have been completed. He said that the wrong faucets were installed, but they were fixed today.

b) Tinker Brook Bridge – TM Frost advised that a progress meeting was held and it is moving along fine. Water and Sewer is done and it has been tested and is good to go. TM Frost advised that the project will meet the August 13 deadline. Selectman Lefebvre advised that the project is going well and that the work has been very professional.

c) Cascade Railroad Crossing – TM Frost has been in contact with John Robinson of Air and Transit. They have received the letter and will schedule a pre-hearing conference within 30 days. Selectman Lefebvre advised that he received a complaint from a resident of Cascade Hill that the tracks are getting rough to drive over. TM Frost stated that two options are to either pave over the tracks or to remove them. Jeff Schall asked where the meeting will be held and TM Frost replied that we will be notified when it is scheduled.

d) Recreation Building – Jeff Stewart advised that he would be putting out a bid to sell the old Recreation Department building. Will put the ad in the paper and bids will be due July 15.

The heating system has been installed in the new building and work is almost done. Stewart advised that no walls were moved, and only a closet had been built. They will use partition walls for the offices to keep the use of the space flexible. Stewart showed the board proofs for the new sign. He advised possible colors suggested for the building and sign are Burgundy or Slate Blue. Jeff Schall asked if the

town has taken the deed yet for the building. TM Frost advised that we are waiting on the title company, but it should be done this week.

e) Spring Road Culvert – TM Frost advised that the proposal from HEB Engineering is \$42,000, with hourly fees of \$14,000, for a total of \$56,000. They will do the permitting, construction docs, and assist with bids. Project would be completed in the summer of 2017, with bids due in February of 2017. Chairman Lapierre inquired if the fees would change since proposal was dated 2016. TM Frost will ask HEB Engineering. Selectman Lefebvre asked what bid assist would include. TM Frost advised that they would assist with the walk through, bid packages, review the bids and make a recommendation. TM Frost advised that we would want their assistance with this. Selectman Lefebvre asked about the charge for site visits and TM Frost advised that it would only be for additional visits. TM Frost advised the total cost for the project was \$283,610. Michael Waddell asked if there were matching funds and TM Frost advised there are. In kind services are included in the matching funds, and the Public Works Department will assist with the project. Waddell asked if the funds were available in the budget and TM Frost advised there is about \$72,000 available in the River Maintenance fund and \$40,774 available in the Emergency Disaster Fund. Chad Miller advised that FEMA has site checked and approved the amount, and that FEMA takes the total personnel cost, salary and benefits, for in kind service. **On a motion by Selectman Lefebvre, seconded by Chairman LaPierre, the board unanimously agreed to sign.**

f) Other –

Selectman Lefebvre asked if there was a decision on the Railroad Street property that Steve Grone is interested in purchasing. TM Frost advised that there was no market value set yet.

5. Public Comment:

Michael Waddell asked if he could see the legal opinion on the driveway approval for the Lajoies. He advised that the planning board would like to see the pros and cons on the narrative. TM Frost will forward this to the Planning Board.

Waddell also asked where the town stands with Eversource on the land that the Public Works Department uses. He advised that Eversource is looking to sell as part of a divesture and the land is not part of the FERC permit. Eversource owns river rights, including the islands, with the permit.

Chairman LaPierre asked if the town received the two petitions that were expected concerning ATV use from Gary Davis of Mechanic Street and Eric Cornish of Jimtown Road. TM Frost advised that the one from Mechanic Street was received, but the town has not received anything from Cornish, although one is expected. There will be a public hearing on the 11th to discuss ATV use and parking issues on Mechanic Street, ATV use on Jimtown Road, and dry camping. It was suggested that the town may be able to put up a sign at the beginning of Mechanic Street stating there is no parking and the street is a dead end. TM Frost advised that there was an issue last year with ATV parking on the school property. It will be up to the school to decide whether or not to allow it, and the town will go along with whatever the school decides.

Parking was discussed at the municipal lot on Railroad Street. It is the only municipal lot in the town. A question was raised as to whether overnight parking is allowed there. This will be passed along to John Scarinza to look into, along with a Code Enforcement concern about a property on Park Street.

Preston Baillargeon spoke about issues with the ATV trail on Lancaster Road. He stated that there was a complaint made about a resident of Crestwood Drive accessing the trail from his home. Baillargeon stated that it is a legal trail. Several options were discussed to help with the amount of traffic on the trail, including opening up the fence to allow more traffic, talking with Pike Industries about allowing one way access to help alleviate traffic problems, and having directional access. Jeff Schall asked if the trail could be accessed from both ends of the parking lot and Baillargeon advised that it could be. Baillargeon also stated that Fish and Game has done some training with the club and will be enforcing noise violations. It was asked if the multi-modal trail could be used to alleviate some of the traffic, and TM Frost advised it could not. It was part of the condition of the funding that it would not be used for motorized vehicles. It was also suggested that better educating the public about ATV rules would be a good idea. Selectman Lefebvre praised the ATV club for the work that they do.

The traffic problem this weekend due to the Mt Washington Auto Road ATV event was discussed. The board recognizes that the increased traffic is and will continue to be an issue.

6. Other Business:

a) Town Manager's Update – TM Frost advised that the North Country listens meeting will be held at the library on Thursday at 4pm and one Selectman can attend. Selectman Oliver will go. TM Frost also reported that the Primex Leadership Training that was held for the department heads last week at the AMC Joe Dodge Lodge was a success.

b) Selectmen's Updates –

Selectman Lefebvre shared that the Primex simulator training that the Police Department provided for local officers was a great training opportunity and should be offered more often. He also asked when the curb in front of Couture's property would be fixed, as the holiday is coming up and it is dangerous. TM Frost advised that it would be fixed.

It was mentioned that the cones with signs for ATV's at the traffic light by Moe's Variety is a good idea to keep them off of North Main Street, however some are still going through. Several ideas were mentioned to help with this problem, including a large sign from DOT like they had last year for the ATV festival letting riders know that ATV's are not allowed beyond that point, adding something on the traffic light pole above the intersection, or a bigger sign. Preston Baillargeon shared that the route in Berlin is sometimes painted with ATV's in green paint to show people where on the road where they should be riding. It was agreed that a sign on the northern end of North Main Street by the Berlin line would help keep them from coming down.

The Polaris RZR ATV festival coming in September was discussed, along with concerns about emergency service staffing during that time. Chad Miller advised that there has been a conditional planning session held already. TM Frost advised that during the ATV festival, the event pays for additional staffing, but for the Polaris event, even though there is money allocated for emergency services, it is unclear as of yet how to access that money. Selectman Lefebvre advised that race week in Loudon will be the same weekend as the Polaris event, which will stretch state resources thin for emergency personnel. Also, DHART will not be available that weekend.

Work has been done on the sidewalks by the state on Glen Road and Railroad Street in preparation for paving that they are planning to do. Selectman Lefebvre asked about a letter of intent to the state for a walkway.

Selectman Lefebvre addressed Jeff Schall to ask how the gravel was holding up on Mt. Carter Drive. Schall advised it was holding up well, just dusty. Chairman LaPierre asked about work being planned for Libby Street. TM Frost will check with the Public Works Department on this. Michael Waddell asked the board about a road plan. TM Frost advised that a warrant article to authorize the Board of Selectman or the Planning Board to develop a Capital Improvement Plan would have to wait until next year at town meeting. Waddell suggested possibly just doing part of the work needed in Clay Brook, just the worst part, and not the entire project. Schall advised the three worst parts of the roads are Mt Carter Drive, the hill on Evergreen Drive, and Clay Brook by the Pike's house. The other area mentioned in town that should be a priority to be done is Cascade Flats. Schall mentioned that a town wide resurfacing is beyond the town's capabilities and the board should look at choosing just the 10 most important and concentrate on those. TM Frost advised that the town has about \$210,000 in the account for road repairs. TM Frost will put road repair on the Agenda for the next meeting on July 11. TM Frost will also get information from HEB Engineering on the parts of Stony Brook and Clay Brook that most need to be done and bring that to the next meeting.

Chad Miller advised that Fire Chief Eichler's last day of work was last Thursday and that the fire department escorted him home. A retirement party is being planning at the Town and Country Motor Inn.

Selectman Lefebvre asked if there was any new information on the fire chief position that is open. TM Frost advised that a decision had not been made.

c) Approval of Minutes (June 13, 2016) - On a motion by Chairman LaPierre, the Board unanimously approved the minutes of June 13, 2016 as prepared.

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

TM Frost advised there were no abatements or exemptions.

7. Non-public Session: RSA 91-a:3, IIa On a motion by Chairman LaPierre, seconded by Selectman Oliver, the Board unanimously voted by roll call to move to non-public session at 8:05 pm. Lefebvre – Aye, Oliver - Aye, LaPierre – Aye.

On a motion by Chairman LaPierre, seconded by Selectman Oliver, the Board voted unanimously by roll call to come out of non-public session at 8:12 pm. Lefebvre – Aye, Oliver – Aye, LaPierre, Aye.

8. Adjournment: On a motion by Selectman Lefebvre, second by Selectman Oliver, the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 8:12 pm.

REVIEWED AND APPROVED:

Grace LaPierre

Terry Oliver

Patrick Lefebvre