

**MINUTES OF SELECTMAN'S MEETING
TOWN OF GORHAM
MONDAY, DECEMBER 12, 2016 6:00 PM
TOWN HALL CONFERENCE ROOM**

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

Also present: Robin Frost, Town Manager; Denise Vallee, Finance Director; Jay Watkins, Fire Chief; Elizabeth Thompson, Librarian; Aaron Gorban, Library Trustee; Gail Wigler, Library Treasurer; Kirstan Knowlton, Berlin Daily Sun; Annie Lake; Harry Stearns; Henry Sanschagrin; Matt Saladino; Bronson Leclerc; Joel Fortier; Steve and Kristine Roy; Michael Waddell; Kim Pike; Mark Malia; Sandy Lemire; and others.

1. Call to Order: The meeting was called to order by Chairman LaPierre at 6:01 pm.

BUDGET REVIEW:

Elizabeth Thompson, along with Aaron Gorban and Gail Wigler, presented the budget for the Library.

TM Frost reviewed the budget for Revenues.

2. Appointments:

a) Annie Lake and Steve Roy – Bikes Not Bombs Kiosk Placement - Annie Lake, Steve Roy, and Kristine Roy shared concerns about the placement of the proposed Bikes Not Bombs Kiosk. Lake felt that she should have been notified as an abutter, as she can see the kiosk from the back of her residence and her porch. The Roy's also felt that the neighbors should have been notified before the project was approved. Lake advised that she had contacted TM Frost before the concrete was poured for the foundation, but that the project was not stopped before it was done. Many felt that the project should have gone through the planning and zoning board before being approved by the Board of Selectman. Matt Saladino and Bronson Leclerc spoke to their concerns by sharing the plans for the Kiosk and assuring them that it was an attractive structure and would be maintained by the school's Community Service Group. Saladino advised that the Kiosk is designed to hold 200 bikes, which is more than they have ever collected in a year for the project. Saladino advised that he would be checking the property on a regular basis to be sure there are no bikes left outside. Steve Roy suggested that the structure would have been better placed at the town garage, but Saladino disagreed, stating that the town garage is not as visible and is only open from 7-3 during the week. Saladino would like the project to be something that everyone can see and for people to be able to drop bikes off at any time. Lake suggested that Libby's Pool area be considered, but the Board disagreed, stating that most of the area is used for the soccer field, softball field, and ice rink. The Kiosk would need to be placed in the parking lot, of which there is already limited parking. Steve Roy suggested that the town not have a Kiosk at all, instead just host a bike drive for a week each year, in which bikes would be collected at the school for a week and dismantled and donated at the end of the week. Selectman Lefebvre stated that he felt the current location was a good choice, as it was in a central location, and near the police department where it could be monitored. Moving the Kiosk closer to the library was suggested, and the possibility of moving the concrete slab was discussed. Matt Saladino asked the Board if they would be willing to reimburse Leclerc for the cost of the concrete if the project is not allowed and they advised that they would. The Board made the decision to table the discussion until the next meeting on January 9, 2017. TM Frost will talk with the railroad about setbacks and speak with Buddy Holmes about how close it could be moved to the library parking lot without getting in the way of snow removal there.

3. New Business:

a) Establish Trails Committee – Joel Fortier spoke to the Board about the results of the trail forum and the idea of those who attended to form a committee to assist in coming up with solutions for trail use by all groups in the area. The suggestion is for the committee to be made up of someone from each party with a concern; a residential property owner, a downtown business owner, someone from the ATV community, a law enforcement officer, a Bureau of Trails representative, and a member from the Board of Selectman. Selectman Lefebvre also suggested that Fish and Game and the Coos County Sheriff's Office be included, as they play a large role in enforcing laws on the trails. Fortier stated that ATV's have had a large impact on the residential neighborhoods in town, especially the Crestwood Drive area, and acknowledged that they also provided a financial benefit. He would like to see the town formulate a plan to grow the financial piece, while still considering the residents. Fortier feels that the ATV use has been in large part driven by the state and feels the town should have more of a say. The Board agreed that the committee was a good idea and should be formed and Selectman Lefebvre volunteered to serve on the committee as the member from the Board of Selectman. Selectman Oliver agreed to attend if Lefebvre was not available. Selectman Lefebvre stated that he felt that a small group may be more productive in tackling some of the issues than a large public discussion. It was asked how the public would get information from the meetings and TM Frost advised that she would take minutes and they would be posted on the Town website.

b) Proposed Fire/EMS Departmental Changes – While Marlys Litchfield is out on leave, Jay Watkins will be taking charge of both the Fire and EMS Department. Both the Fire Department officers and EMS Department officers will remain as they are, and will report to him. Watkins feels that things are running well with the current staffing levels for both departments, and feels staff will be better utilized with the new schedule that they have implemented. The new rotating schedule for EMS provides a paramedic on the schedule every day except Sunday, which he is hoping will be covered by a per diem employee. Watkins has also been checking inventory for the Fire Department to see what the needs are. Watkins reported that while taking inventory of the SCBA bottles, nine should have been taken out of use this year, as they have expired. Several others need to be removed from inventory as of January of 2017. Watkins provided the Board with a quote to replace 20 bottles, at a cost of \$15,000. The bottles are good for 15 years. Selectman Lefebvre asked how many packs are currently available for use, and if that number could be reduced. Watkins will be moving equipment around to have the best packs on the front line. Watkins will report back to the Board after finishing the inventory. Watkins also reported that he was able to find a thermal imaging battery for \$158 to replace the one they had.

c) Encumbrances – TM Frost and Denise Vallee provided the Board with a list of encumbrances to be approved for the fiscal year ending December 31, 2016. The encumbrances included the East Milan Landfill Monitoring, Cates Hill Closure, Direct Pay for HRA Funding and December HRA claims paid, the PWD Office, and the Power Cot for EMS. **On a Motion by Chairman LaPierre, seconded by Selectman Lefebvre, the Board unanimously approved the encumbrances.**

4. Old Business/Updates:

a) Cascade Railroad Crossing – TM Frost advised that she received an email from the hearings officer, who advised that she is currently drafting the order.

b) Fairpoint Poles in Cascade – TM Frost advised that they are still waiting for a line crew to move the lines. Selectman Lefebvre reiterated his concern about damage that may be caused to property while plowing. TM Frost will follow up with an email to Fairpoint.

c) Public Works Building – TM Frost advised that the new completion date is December 23, and it has been approved by everyone, including the USDA. Furniture has been ordered and should be in the end of that week or beginning of the following week, so they should be in by the end of the year.

d) Eversource Dam/Dike Update – TM Frost advised that they have received the intent to cut and signed the paperwork to remove the trees. Mike Waddell advised that equipment has been moved onto the property and that he noticed there are stakes that have been placed down there as well. Waddell asked if anything else has been heard from Eversource since the last meeting and TM Frost advised there has not been. Selectman Lefebvre stated that they were waiting on the revised FERC maps, and they could not proceed until those are reviewed. Waddell requested that TM Frost send emails to check on the progress and she agreed to do that. TM Frost reported that Bristol is no longer part of the legal process, as they voted to drop out.

e) Exposed Cellar Hole – TM Frost advised that Dan Dagesse gave permission for the town to put up a barrier to warn people of the hole. Frost will ask Buddy Holmes to take care of that.

5. Public Comment:

Henry Sanschagrín requested that the town keep the OHRV club in the loop about what is discussed by the new committee being formed for the trails. He stated that there is some false information being circulated through emails.

Sanschagrín also asked about the Railroad Crossing on Lancaster Road, as it is in poor condition, and was advised that it is on the schedule to be fixed.

Mike Waddell asked about the cost for equipment at the Fire Department that needs to be replaced. Selectman Lefebvre advised that the list includes the bottles, turnout gear, helmets, and a truck that needs service. Waddell asked what will need to be planned for in the budget, and TM Frost advised that Chief Watkins is not done evaluating, but will come up with a number for 2017 of a safe and reasonable amount that they can get by with. Selectman Lefebvre stated that there may be grants available, and some of the equipment may be able to be replaced in the next budget cycle.

Mike Waddell also asked again about the spraying of pesticides, as his neighbor, Christina Ross has concerns. Ross was advised by the Cooperative Extension that the NH Division of Pest Control, PES 505.06, states that abutters must be notified and that spray can only be used for invasive species or poison ivy. TM Frost advised that it is an Administrative Rule and that Ross would have to lodge a complaint with the Division of Pest Control.

A concern was shared from Carol Porter of there not being a school zone sign for the Ed Fenn Elementary School. Chairman LaPierre advised that it would be the school's and the DOT's responsibility, not the town.

6. Other Business:

a) Town Manager's Update – TM Frost shared with the Board a copy of a letter being sent to Jeana Apling, who is part owner of the Roy property on Lary Street. The letter asks her to assist with making sure the trash currently littering the property is cleaned up, as complaints have been received by the neighbors. The Selectman approved the letter to be sent.

TM Frost also asked the Selectman to sign a Timber Tax Warrant for Robert Cote. Frost asked if the Board wanted to include dooamage, as the property owner was late with the report. Selectman Lefebvre

asked when the report was due and TM Frost advised it was supposed to be filed in April and was just received. The Selectman agreed that the dooamage would be included, for a total of \$4658.94 and signed the Warrant.

b) Selectmen's Updates – Selectman Lefebvre asked if anything has been heard from the mill and TM Frost advised that she did send an email to them, but has not had a response.

Chairman LaPierre asked about the property at 8 Gordon Avenue and how many unregistered vehicles are allowed. TM Frost advised that only one is allowed, unless they are planning to fix them for use. Frost will ask John Scarinza to speak with them about the vehicles.

c) Approval of Minutes (November 28, 2016) - On a motion by Chairman LaPierre, seconded by Selectman Oliver, the Board unanimously approved the minutes of November 28, 2016 as prepared.

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

There were no abatements.

7. Non-public Session: RSA 91-A:3, IIa

On a motion by Selectman Lefebvre, seconded by Selectman Oliver, the Board unanimously voted by roll call to move to non-public session at 8:27 pm. Lefebvre – Aye, Oliver - Aye, LaPierre – Aye.

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

8. Adjournment: On a motion by Chairman LaPierre, seconded by Selectman Lefebvre, the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at ____ pm.

REVIEWED AND APPROVED:

Grace LaPierre

Terry Oliver

Patrick Lefebvre

