

**MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
MONDAY, NOVEMBER 30, 2015 6:00 PM**

Gorham Selectmen present: Jeff Schall, Grace LaPierre, Terry Oliver

Also present: Robin Frost, Town Manager; Kirstan Lukasak, Berlin Daily Sun; Keith Parent, William Doonan, Paul Robitaille, Mike Waddell, PJ Cyr, Police Chief; Chad Miller, EMD Director; Elizabeth Thompson, Gail Wigler and David Graham, Gorham Public Library; Naomi Levesque

1. Call to Order: The meeting was called to order at 6:00 pm by Chairman Schall.

2. Appointments:

a) Keith Parent – Ball Field Naming: Mr. Parent had Albright Signs do the mock-up of what the sign will look like and presented it to the Board. He said that he feels that it looks pretty good and is looking to see if there are any other questions. Again Mr. Parent stressed to the Board that he is willing to work with the town with regard to location and length of time to leave the sign on the field. Selectman Oliver stated that he is not in favor of setting a length of time. He doesn't want to leave that for another Board to have to deal with. The Board discussed the sign further and whether or not it will be backlit. **Selectman Oliver made a motion to accept the proposed sign for placement on the scoreboard, seconded by Selectman LaPierre, voted Oliver – Aye; LaPierre – Aye; Schall – Nay.**

b) Paul Robitaille – Transportation Issues: Mr. Robitaille stated that he wanted to come before the Board to express the transportation need in this area. He stated that he has been to the 10 year plan meetings and noted that he was the only person there representing Gorham. He feels that this piece is crucial to the viability of the area. He is very concerned that there is no other representation from the Town for these meetings noting that this area is being viewed as marginalized and backwards. The roads need to be updated and the bypass completed, or the State will have to pay back \$50,000,000 to the federal government. He suggested that a local transportation committee be formed so there may be one voice for the area. The Board stated that Selectman LaPierre had attended the most recent meeting and will be attending future meetings at NCC for TAC. The Board instructed TM Frost to reach out to other local Town Officials to see if there might be interest in forming a local committee

a) Denise Vallee – Marquee Sign for Medallion Opera House: FD Vallee presented the Board with a photo shopped picture of what the proposed Medallion Opera House sign would look like. The design was prepared by Tim Sappington. She projects the construction cost of the sign to be \$7,500 with an additional \$1,000 for electrical. FD Vallee stated that the MOH Committee plans to seek donations for the cost of the sign. After further discussion regarding the new proposed sign along with what had originally been on the building, the Board asked FD Vallee to see if she could ascertain a smaller design. She will also check on what the Town's Sign Ordinance is.

b) Chief PJ Cyr – 2016 OHRV Grant: Chief Cyr stated that the Grant money is from NH Fish and Game. He stated that he put in for this Grant in March and will be used this coming spring for the enforcement of the OHRV Ordinance. The monies will allow for approximately 60 hours of patrol time. It is his intention to police the trail access area. **Selectman LaPierre made a motion to authorize Police Chief PJ Cyr to be the Town's signatory representative on the Grant, seconded by Selectman Oliver, voted unanimously.**

3. New Business

a) Budget Review – Police and Library:

Library - Aaron Gorban, Chairman of the Trustees presented this year's proposed budget to the Board. Mr. Gorban stated that there has been a 17% increase in circulation over the past year. The Library had been awarded a Grant to update the Children's Program. The overall proposed budget is increased by 7% with the bulk of this increase in the Assistance Director's health benefits and a 3% wage increase for all staff members. While the Library has been using the Murphy Benefactor monies to maintain the building, the Trustees would like to start a CRF through a Warrant Article. They would like the first deposit to be \$10,000. It is their intention to use this money to continue property maintenance and upgrades. Selectman LaPierre asked the Trustees if when presenting their budgets in the future if they could include the monies spent to date in each category.

Police and Dispatch - Chief Cyr stated that overall his budget is up \$45,858. The bulk of which is an additional permanent position as well as the contractual 2% wage increase. Chief Cyr stated that he is looking to add an additional officer in the rotation, which is currently already one officer short. He is finding that one of the primary reasons he cannot keep officers is because of the schedule. If an additional officer is put in the rotation, it will assist with a more favorable schedule as well as provide a better service to the Town. The Holiday line shows an increase, when in fact needs to be updated because it should be decreased. FD Vallee will make the necessary correction. The Uniform line is up based on contractual requirements. Chairman Schall asked Chief Cyr if he would consider closing down the department during the early morning hours and utilize the State Police for coverage. Chief Cyr stated his concern regarding this matter in light of some recent events, which included robberies. He also added that there was an accident recently where a young man was ejected from the vehicle. If Officers had not been out on regular patrol and found him, the young man may not have made it. Chief Cyr stated that he is not in favor of reducing the force, but may entertain the idea of having dispatch combined with another department for those hours. The Dispatch budget is up based on the 3.5% contractual wage increase. Equipment and machinery is up \$400 for a new printer.

Chief Cyr went on to review his CRF lines. He is again asking for \$5,000 for the Equipment CRF. The department has weapons and tasers that need to be updated. He is also looking to add cameras to the officers' bodies soon. He is planning on installing a generator at the dispatch repeater building and is currently working on a grant for a 50/50 match for those funds. He is also looking to include a 24-hour monitoring system. He is also looking to add an additional \$24,000 in the Police Cruiser CRF. He said that the new Ford Explorer is a great vehicle and the lighting set up is great. Therefore, it is his intention to purchase an additional Ford Explorer Cruiser in 2016.

The Board discussed their budget meeting schedule and decided that they would work to finalize the budget on December 28th. The next regular scheduled meeting is set for December 14th. It was decided to add an additional work session on December 16th.

TCTC Porter came back in to review the budget line items that needed to be updated at presentation. TCTC Porter stated that she has revised the Town Clerk Conference line from \$1,875 to \$900 as well as reduced the travel line to \$150. She has split the certification program between the Town Clerk and Tax Collector lines. TCTC Porter also removed all overtime for the deputy position.

b) Funeral Home Property: TM Frost stated that she has alerted the real estate agents regarding the property and would like to bring this matter before the Board when they move into non-public session.

4. Old Business

a) Road Study Update: TM Frost stated that test borings are underway and things are moving along doing test borings, still plan to have a report from them at the end of the month.

b) Legal Updates: TM Frost stated that she is looking to meet with Great Lakes Hydro on December 14th. The update for the legal spreadsheet is not available. Once it is completed, it will be placed in their envelopes.

5. Public Comment:

6. Other Business

a) Town Manager's Update: TM Frost stated that Mr. Roger Lajoie came in to see her in the office. He is looking to build on the lot that he purchased. At that time, he expressed his concern regarding the costs of building permits and asked about a possible tax incentive for the new building. TM Frost stated that there is a mechanism in place but the Board would need to negotiate the terms for an agreement and then bring it to Town Meeting. The Board further discussed this matter and their concern regarding other businesses looking for tax incentives. **Chairman Schall made a motion to not have a special tax consideration and building permit fees for Roger Lajoie, seconded by Selectman Oliver, voted unanimously.**

TM Frost stated that she would be out of the office on Friday all day for a conference in Portland Maine that includes Maine and New Hampshire's Managers Association on regionalizing.

TM Frost has spoken to the Town's attorney with regard to the Prospect Terrace issue. At this time, through research and information received, anything we have done is not considered maintenance. Therefore, there it is not enough to conclude that it is a Town owned road. It is a civil matter.

b) Selectmen's Update: There were no updates.

c) Approval of Minutes (September 16, 2015): **Selectman LaPierre made a motion to approve the Minutes of the September 16, 2015, meeting as presented, seconded by Selectman Oliver, voted unanimously.**

d) Sign Manifest: All manifests were signed.

e) Sign Abatements and Exemptions (if necessary): TM Frost presented the Board with a current use application that had been previously approved, but not signed. The Board signed the application. She also presented an abatement for David and Ellen Holt that had previously been approved, but the assessment value did not get changed in the computer. Therefore the tax bill was incorrect. The abatement is in the amount of \$700.

7. Non-Public Session: RSA 91-a:3, II a & d: On a motion by Chairman Schall, seconded by Selectman LaPierre, the Board voted unanimously by roll call to move into non-public session at 8:07 pm. Schall – Aye, LaPierre – Aye, Oliver – Aye.

On a motion by Chairman Schall, seconded by Selectman LaPierre, the Board came out of non-public session by unanimous roll call vote at 9:20 pm. Schall – Aye, LaPierre – Aye, Oliver - Aye.

8. Adjournment: The meeting was adjourned at 9:21 PM.

REVIEWED AND APPROVED:

Jeff Schall

Grace LaPierre

Terry Oliver