

**MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
MONDAY, JUNE 16, 2014, 6:00 PM
GORHAM TOWN HALL**

Gorham Selectmen present: Jeff Schall, Bill Jackson, Grace LaPierre

Also present: Robin Frost, Town Manager; Kirsten Lukasak, Berlin Daily Sun; Michelle Lutz, Assessing Clerk; Denise Vallee, Finance Director; Wayne Johnson, Gorham Paper & Tissue; Bill Hatch, Keith Roberge, Dennis Arguin, Chad Miller, Director EMS; Cagney Hatch, EMS

1. Call to Order: The meeting was called to order at 6:00 pm by Chairman Jackson, and the public hearing was started.

Chairman Jackson stated that the public hearing was for a USDA Community Facilities Grant and is required to be held after the grant application has been submitted and prior to any grant approval. The grant will be used to cover a portion of the cost to replace the Public Works Garage roof as well as insulation. The project's total cost is estimated at \$45,000, the Grant will cover \$20,000 and the Town's share will be \$25,000. FD Vallee stated that grant application has been filed and the public hearing had to be held by June 26, 2014. If the Town is approved for the Grant, the money should be available within a few months. If the Grant is received, the project will need to go out for bid prior to any work being completed.

With no further questions for the public hearing, Chairman Jackson closed the hearing at 6:02 pm.

2. Appointments:

a) Dennis Arguin – Moose River Bank: As Mr. Arguin had not arrived as of yet, TM Frost updated the Board with the information that she had received from Jeff Les of NH DES. TM Frost stated that Mr. Les had searched the State's records and could not find information on the berm. It is evident that a portion of the berm has been lowered/removed. Mr. Les stated that DES does not have the jurisdiction to request that the property owner build it back up. The DES will also require that prior to any work being completed on the berm; a procedure plan and construction sequence must be submitted to DES for their review. TM Frost expressed concern regarding the Town spending money for private property. Chairman Jackson asked if the berms were built when the dike system was built in 1927. Selectman Schall asked who would have benefited from the cut in the berm. It was stated that the property owners, Murphy, were the ones that would have benefitted from cutting the berm down for access to the river. TM Frost stated that she had not received any further information from DES on the island, but stated that DES will continue to follow-up on the matter. Selectman Schall asked if the berm was repaired, would it stop the water? Mr. Arguin stated that he felt it would help to an extent. The Board, TM Frost discussed that when the Peabody River's repairs took place that the Town had requested that property owners share the expense of the repairs. The homeowner's share was 25% of the overall costs. Chairman Jackson stated that he was not satisfied with the information as presented and asked TM Frost to try to get more information on the dike system as well as the original construction of the berm. Mr. Arguin stated that he has access to equipment and boulders that may be needed to assist with the reconstruction. The matter will be placed on the next agenda.

b) Chad Miller – Ambulance Billing Hardship Policy & Vehicle Update: EMS Director Miller stated that Cagney Hatch had been working on a plan to deal with hardships and systems for managing them. Mr. Hatch pulled together information and guidelines that some of the local hospitals use through NH Health Access Network and Marketplace. Because the hospitals do most of the work investigating whether or not individuals qualify for a hardship, the Town will be able to get documentation on the level for which they are qualified. The one difference that EMS Director Miller is looking to implement that the hospitals are not doing is to have a minimum payment to the Town regardless of the level of qualification. He is suggesting a minimum payment of \$50.00 payable to the department. The other item that Mr. Hatch has worked on for the department is collection of old bills. A proposal had been received from Peter Parisey of Benuck & Rainey, Inc., which is believed to be a company within New Hampshire. The Board and EMS Director Miller discussed the benefits of using a collection company as well as the proposed hardship program. The Board asked EMS Director Miller to continue working on it and fine-tune the policy.

EMS Director Miller stated that the current primary response vehicle is a loaner out of Maine. He stated that the older ambulance needs to have the motor replaced/repared and the anticipated cost is approximately \$3,500. The new ambulance is currently in New Jersey for stress cracks in the box itself by the rear doors. EMS Director Miller is not sure how long it will take to get the problem taken care of. He also stated that this vehicle is under warrantee.

3. New Business

a) Five-year Road Plan: TM Frost stated that she had spoken with PW Director Holmes with regard to looking at creating a five-year plan, but they figured that they would look at doing it closer to budget time. However, she stated that she would move that project along faster in order to get the information to the Board.

b) Abatements: AC Lutz brought forth the following abatement matters:

2 Bangor Street – AC Lutz stated that there was an error on the card that showed a deck being a garage. She has since changed the card to reflect the deck vs. the garage. The change reflects a value change for this portion of the property to be valued at \$6.12 vs. \$24.04. KRT Appraisals is suggesting reducing the property value for 2014, as well as granting the abatement for 2013. The Board asked why the garage that is currently there is showing as a basement garage on the card. AC Lutz stated that she was not sure why that was like that, but assured the Board that changing the description to a regular garage would not change the value of the garage. The Board passed over this abatement and asked AC Lutz to get the card corrected.

13-17 Candy Lane – AC Lutz stated that as discussed at the previous meeting, KRT Appraisals noted discrepancies on the original property card. Most notable is the fact there was a space that was being counted as an apartment area, when in fact it is just a room with a bathroom. It is not a complete apartment area. KRT Appraisal noted errors to the sketch for the property. It is his recommendation to the Board that an abatement be issued in the amount of \$1,832.45 and reduce the value of the property from \$283,100 to \$225,800. **Chairman Jackson made a motion to grant the abatement for 13-17 Candy Lane for the year 2013 as recommended by KRT Appraisal, as no second was received the motion to grant the abatement failed.**

7 Stony Brook Road – AC Lutz stated that at the last meeting the Board asked for more information on the property as well as requested to have Rich Dorsett of KRT Appraisal revisit the property. AC Lutz stated that Mr. Dorsett did in fact look at the property and feels that there is abnormal physical depreciation that needs to be factored into the value. While most items that had been previously noted as issues had been repaired, other issues are arising. **Selectman LaPierre made a motion to accept KRT Appraisal’s recommendation to reduce the property value from \$260,000 to \$203,200, and to grant an abatement in the amount of \$1,816.46, Chairman Jackson seconded, voted: Jackson – Aye; Schall – Nay; LaPierre – Aye.**

2 White Birch Acres – AC Lutz stated that Rich Dorsett visited the property. He stated that the home is at approximately 85% completion. The owner currently has the property on the market for sale at \$325,000, which is approximately \$80,000 below the Town’s current assessment value. Because of this, KRT Appraisal is recommending to deny the request for abatement. **Selectman LaPierre made a motion to accept KRT Appraisal’s recommendation and deny the abatement request for Joele Losier of 2 White Birch Acres, seconded by Selectman Schall, voted unanimously.**

The Board received a letter from Skip Sansoucy on June 5th and additional backup information today late afternoon. The Board stated in light of the fact that they had not had appropriate time to review the information on Walmart and Gorham Paper & Tissue, they have agreed to pass over those items until Monday, June 23. The Board will have an additional meeting to discuss the Walmart and Gorham Paper & Tissue abatement matters at their regular meeting time on June 23. **Selectman Schall made a motion to deny the 2013 abatements requested for FairPoint, Great Lakes Hydro and Portland Pipe Line because of the pending BTLA matters for these properties, seconded by Selectman LaPierre, voted unanimously.**

491 Main Street – KRT Appraisal has reviewed the information and noted that the property is currently under appeal at the BTLA for the 2012 tax year and recommends that the Board deny the abatement request pending the outcome of 2012. **Selectman LaPierre made a motion to accept the recommendation of KRT Appraisal and deny the 2013 abatement request, seconded by Chairman Jackson, approved unanimously.**

21 Mt. Carter Road – AC Lutz stated that Mr. Dorsett had reviewed the abatement request as well as the backup information in the property file to address the property owner’s concern about the bedroom count. He requested an interior inspection of the property so he could do a visual inspection, and the property owner did not want to allow him access. At this time, KRT Appraisal is recommending that the Town deny the abatement request because he could not verify the information. **Selectman LaPierre made a motion to deny the abatement request based on the recommendation of KRT Appraisal, seconded by Selectman Schall, voted unanimously.**

c) Railroad Street Closure Request – July 4th Committee: TM Frost presented the Board with a written request from the 4th of July Committee, which asks for permission to close Railroad Street from the corner of Park Street to Route 16. The Committee is looking to close the street from Tuesday, July 1 through Sunday, July 6. **Selectman Schall made a motion to close Railroad Street from Route 16 to the corner of Park Street, in concert with the Gorham Police Department, from July 1 through July 6, seconded by Selectman LaPierre, voted unanimously.**

While speaking about the 4th of July festivities, FD Vallee asked if a member of the Board would be willing to walk in the parade. Chairman Jackson stated that he would be willing to use his vehicle in

the parade and Selectman Schall will walk it. FD Vallee also asked if they would be interested in judging the decorating contest. The Board stated that they did not want to participate in judging.

Prior to moving on to the next agenda item, AC Lutz asked the Board to address one more item that she had forgotten. She stated that John and Paulette Losier have repurchased property and merged the lots into their other property, which is in current use. AC Lutz was under the impression that the additional lots would automatically be put into the current use status. However, it does not and an application needs to be completed so the request can be processed. It was a mistake on her behalf and she is asking the Board to grant an abatement for the two pieces of property in question and approve the property to be placed in current use with their other property. **Selectman LaPierre made a motion to approve the placement of the property in current use as well as grant an abatement for the lots, seconded by Selectman Schall, voted unanimously.**

d) Information Booth Upgrades/Maintenance: TM Frost presented the Board with a copy of a letter that Rec Director Jeff Stewart composed and sent out, which requests costs for repairs/maintenance for the Information Booth. RD Stewart is looking to do some repairs using money from either the Recreation Maintenance CRF or the Revolving Fund. TM Frost stated that they would look to see if the State would assist with any of the maintenance because of the closure of the Route 2 Information Booth. Selectman Schall stated that maybe a student would do repairs as their senior project.

e) Designated Parking During ATV Festival: TM Frost presented the Board with an email that she received from Police Chief Cyr. He has been contacted by the Berlin ATV Festival Committee regarding extending trail hours on August 1 and August 2 only. TM Frost also asked if the Board would also allow ATV/vehicle/trailer parking on the corner of Church Street and Railroad Street. The Board will allow parking at that location during the festival only.

TM Frost also informed the Board that the State has put down ledge pack on the rail bed behind the Route 2 parking lot. Representative Bill Hatch stated that he had spoken with Chris Gamache with the NH Bureau of Trails. They spoke about the dust mitigation as well as additional signage at the parking area that may include a kiosk that would outline the dos and don'ts of the trail system. Mr. Hatch also stated that legislation passed a bill that will allow part-time personnel to patrol the trails from the campground to the main trail.

Keith Roberge stated that the Sheriff's department now has an ATV and they will be completing extra patrols on the weekend. The department will concentrate their patrols in unincorporated areas. Mr. Roberge also asked the Board if the Town would consider giving him written permission to access the trail system via Jimtown Road, down Crestwood to Brook so he can access the trail system via Gerry Marcou's property. He stated that he has permission from Mr. Marcou. The Board expressed concern about other people wanting to do the same thing, and Mr. Roberge stated that other people might ask Mr. Marcou for the same permission. The Board stated that they would find out if this is a way to allow access on a per permit basis.

f) Next Step for Properties Deeded to Town: TM Frost stated that the Tax Deeds have been recorded and that the Board will need to decide which properties they want to move on. The Planning Board has suggested that the Board not dispose of any of the Pellerin property. TM Frost stated that repurchase offers need to be sent out on all properties to the owners and/or heirs. The Town will need to wait 90 days before they can sell the property. The owners/heirs will be given 30

days to repurchase, from there they have 15 days to tender. TM Frost stated that she would get in touch with Forest Freight with regard to the Currier Property and ask them to vacate the building and property. The Board and TM Frost discussed the options of sale for the properties. TM Frost stated that she would start the preparation of the repurchase letters for the Board.

g) Resident Request for Reimbursement – Vehicle Repair: TM Frost stated that she had received a follow-up email from Carol Miller with regard to damage to the front end of her vehicle. The email read as follows: Robin, I am following up on a letter requesting reimbursement for a front-end spring replacement in my car in March 2014. It was my understanding that the town is responsible for damage done to vehicles on town streets. The damage was a result of Mt Carter Drive, Clay Brook and Evergreen. I have not received any response or recognition for the letter sent. Please advise. Carol Miller. TM Frost stated that she forwarded RSA 231:90 – Liabilities of Municipalities to Carol Miller and stated that it is up to the Board to decide if there is an insufficiency. The Board and TM Frost reviewed the statute. **Selectman LaPierre made a motion to deny the request of Carol Miller for reimbursement of auto repairs, seconded by Chairman Jackson (Selectman Schall recused himself from this matter), voted: LaPierre – Aye; Jackson – Aye.**

4. Old Business

a) 2 Glen Road Update: TM Frost stated that she has not heard from the property owner as of yet. She said that she has not received the “green card” that her letter had been received.

b) Report on Public Safety Contract Development Committee: TM Frost stated that the committee met with Gerry Marcou, who represented Coos County. The Committee and Sheriff Marcou discussed who is responsible for paying for rescues on Mt. Washington. EMS Director Miller discussed what the department had been doing in the past for the County. The current contract with the County includes coverage for three unincorporated townships, but the Town responds to other areas as well. The committee asked Mr. Marcou for clarification as to what the County is expecting. TM Frost stated that the committee would be meeting with the Towns of Shelburne and Randolph on this coming Wednesday.

c) Verizon Lease: TM Frost stated that the corrections to the Lease have been completed and is ready for signature if the Board is comfortable with doing so. **Selectman Schall made a motion to have TM Frost sign the Lease for the Board on behalf of the Town, seconded by Selectman LaPierre, voted unanimously.**

d) Security Cost Breakdown: TM Frost stated that she received a breakdown of the costs for the security buttons and panel. The parts cost \$340 and the labor is \$335. At this time, she believes that is the best breakdown of expenses that she will be receiving. Selectman LaPierre made a motion to install additional Town Hall panic buttons and necessary hardware, seconded by Chairman Jackson, voted unanimously.

e) Additional Signage on Welcome Signs: TM Frost stated that she received a price for the signs from the prison. They are \$22.50 each for a total cost of \$450. Albrite Signs came in at a price of \$50 each or a price of \$1,000 for all of them. TM Frost stated that the Recreation Department Revolving Fund would pay for the cost of the signs. **Selectman LaPierre made a motion to have the signs made by Correctional Industries, seconded by Chairman Jackson, voted; Jackson – Aye; LaPierre – Aye, Schall – Nay.**

f) Streetlight Survey Update: TM Frost stated that Selectman Schall had prepared a spreadsheet of the lights that could possibly be shut down. She will get the list to the Police Department so they can review the suggestions, so we can move forward. When the Town is ready, Roy Duddy of PSNH will come up to go over the poles/list.

g) Boston Post Cane: TM Frost stated that TC Porter had been informed of a resident that is currently 100 years old. Margaret Goudreau, while currently residing at St. Vincents Nursing Home, had been a resident of the Town for years. The Board requested more information on this resident.

h) Public Works Office and Roof: TM Frost stated that we are currently collecting more information for the Grant for the Public Works Garage roof. She said that more information is being requested and obtained from the contractor with regard to insulation and fire rating. The contractor will be reviewing the updated request and getting the information to the Town. TM Frost stated that we are still waiting on an estimate for a cost of the office.

TM Frost stated that while Wayne Johnson of Gorham Paper & Tissue is there, she wanted to ask the Board if we might want to barter with the mill. The Town uses property owned by the mill, and in exchange, the mill would like the Town to mow the lawn around the guard shack. The Board agreed to mow the lawn in exchange for the Town using the Mill's property.

5. Public Comment

Kirsten Lukasak asked the Board to clarify the name of the vendor that will be creating the signs. TM Frost stated that Correctional Industries would be making them.

Dennis Arguin asked the Board that while nothing has been done as of yet with regard to digging across the river (Corrigan Property), is he permitted to dump material on the property. The Board and Mr. Arguin discussed the material that was being placed/dumped on the property. Mr. Arguin also asked the Board if more sand bags could be brought to replenish what had been taken off the pallet.

6. Other Business

a) Town Manager's Update: TM Frost had no updates.

b) Selectmen's Update: Selectman LaPierre stated that someone had asked about the maintenance of the signs on Jimtown Road for the Doherty Town Forest. TM Frost stated that the signs had been repaired.

Chairman Jackson stated that last Friday at the Relay for Life event, he was called upon and received on behalf of the Town, an appreciation plaque for the Town for its support of the program.

c) Approval of Minutes (May 12 & 19, 2014, June 2, 2014): The minutes for May 12, 2014, had been previously approved, but the Board signed them. **Selectman LaPierre made a motion to approve the Minutes of May 19, 2014, as presented, seconded by Selectman Schall, voted unanimously. Chairman Jackson asked to have the phrase "further discussion took place" removed from the minutes of June 2, 2014. Selectman LaPierre made a motion to approve the**

minutes of June 2, 2014, with the phrase “further discussion took place” removed, seconded by Selectman Schall, voted unanimously.

d) Sign Manifest: All manifests were signed.

e) Sign Abatements and Exemptions (if necessary): All abatements were signed.

7. Non-Public Session: RSA 91-a:3, II a-e: Non-public session was not necessary.

8. Adjournment: The meeting was adjourned at 8:59 PM.

REVIEWED AND APPROVED:

William H. Jackson

Jeff Schall

Grace LaPierre