

**MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
MONDAY, FEBRUARY 10, 2014, 6:00 PM
GORHAM TOWN HALL**

Gorham Selectmen present: Jeff Schall, Paul Robitaille, Bill Jackson

Also present: Robin Frost, Town Manager; Michelle Lutz, Assessing Clerk; Denise Vallee, Director of Finance; Steve Gauthier, Deb Thornblad, Berlin Daily Sun

1. Call to Order: The meeting was called to order at 6:03 pm by Chairman Robitaille

2. Appointments:

a) Michelle Lutz - Abatements: AC Lutz informed the Board that she had gone back to Rich Dorsett of KRT Appraisal with the Board's decision with regard to the three abatements that she had presented at the January 27, 2014, meeting. She also stated that she has spoken with Shane Fredrick with regard to the Board's counter offer of \$120,000 for assessment value. Mr. Fredrick stated that he would not accept that amount and will continue the matter with BTLA. AC Lutz stated that the difference in taxes between the two amounts is roughly \$160. Further discussion took place regarding the assessment amount. **Selectman Schall made a motion to accept the assessment value of \$115,000 for the Fredrick property at 4-6 Palmer Street, seconded by Selectman Jackson, voted unanimously.**

AC Lutz stated that the Kardells of 14 Marion's Way did not accept the Board's counter offer of \$350,000. AC Lutz stated that she had spoken with the Kardell's representative and they indicated to her that a settlement of \$340,000 would probably work. Further discussion took place regarding the assessed value and offers. **Selectman Jackson made a motion to counter offer the assessed value for the Kardell property at 14 Marion's Way to \$340,000, seconded by Chairman Robitaille, voted unanimously.**

AC Lutz also spoke about the Twin Light Property at 2 Wentworth Avenue. She stated that she had spoken with both Rob Tozier and Rich Dorsett and neither of them recommended taking this property to BTLA because the current BTLA Board is taxpayer friendly. Further discussion took place regarding the Twin Light property. Selectman Jackson made a motion to let it go to BTLA, motion was withdrawn. The Board discussed the pros and cons of bringing this matter before BTLA. **Selectman Schall made a motion to counter offer at \$100,000 as the assessed value of the Twin Light property located at 2 Wentworth Avenue, seconded by Selectman Jackson, voted unanimously.**

AC Lutz also presented the Board with the new Town Report cover picture. It was agreed that it was a great cover picture.

In addition, while AC Lutz was there TM Frost asked the Board if they would talk about the two proposals that had been received for Assessing. AC Lutz indicated that she felt the KRT Appraisal's bid included a bigger scope of work as well as their price is lower than Cross Country Appraisal Group. Further discussion took place regarding the between the two proposals. **Selectman Jackson made a motion to accept a one-year assessing contract with KRT Appraisal, seconded by Chairman Robitaille, voted unanimously.**

3. New Business:

a) Warrant Article Recommendations: Selectman Jackson started with stating that if the Petition Warrant Articles are approved, it equated to an increase of \$0.19 to the tax rate; and that if they approved all Capital Reserve Fund Articles it equated to an additional \$1.11 increase to the tax rate. The Board reviewed the Articles starting with Article 10.

ARTICLE #10 To see if the Town will vote to raise and appropriate the budget committee recommended sum of **\$3,839,977.00** for the general municipal operations. This article does not include special or individual articles addressed. (Majority vote required.)

| | Budget Committee | Tax Rate Impact |
|---------------------------------|-----------------------|------------------|
| General Government | \$1,248,014.00 | \$ 4.47/ \$1,000 |
| Public Safety | \$1,203,418.00 | \$ 4.31 |
| Highways, Streets & Bridges | \$ 739,904.00 | \$ 2.65 |
| Municipal Solid Waste/Recycling | \$ 320,936.00 | \$ 1.15 |
| Health Purposes | \$ 1,700.00 | < .01 |
| Welfare | \$ 30,000.00 | \$.11 |
| Recreation, Parks | \$ 151,667.00 | \$.54 |
| Information Booth | \$ 10,020.00 | \$.04 |
| Debt Purposes | <u>\$ 134,318.00</u> | \$.49 |
| Total | \$3,839,977.00 | |

Selectman Jackson made a motion to approve Article 10 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #13 To see if the Town will vote to raise and appropriate the sum of **\$141,808.00** for the operation of the Gorham Public Library.

Selectman Jackson made a motion to approve Article 13 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #14 To see if the Town will vote to raise and appropriate the sum of **\$75,000.00** for the purpose of highway and sidewalk asphalt repaving and curbing projects.

Selectman Jackson made a motion to approve Article 14 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #15 To see if the Town will vote to raise and appropriate the sum of **\$17,500.00** for the purpose of funding Androscoggin Valley Home Care Services. (By petition Laurie Legere and others.)

Selectman Jackson made a motion to approve Article 15 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #16 To see if the Town will vote to raise and appropriate the sum of **\$500.00** for the purpose of funding the D.A.R.E. Program.

Selectman Schall made a motion to approve Article 16 as presented, seconded by Selectman Jackson, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #17 To see if the Town will vote to raise and appropriate the sum of **\$10,900.00** for the support of the 4th of July Committee, to include fireworks and police coverage for the annual 4th of July Celebration.

Selectman Jackson made a motion to approve Article 17 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #18 To see if the Town will vote to close the Fieldstone Road Capital Reserve Fund created in 2008 (Article 17) and to transfer \$0.27 to the General Fund.

Selectman Schall made a motion to approve Article 18 as presented, seconded by Selectman Jackson, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #19 To see if the Town will vote to establish a Dispatch Equipment Capital Reserve Fund under the provisions of RSA 35:1-c for the purpose of purchasing/maintaining communications equipment. And further, to raise and appropriate **\$5,000** to be placed in such fund and designate the Board of Selectmen as agents to expend as may be necessary for this purpose.

Selectman Jackson made a motion to approve Article 19 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #20 To see if the Town will vote to raise and appropriate the sum of **\$5,000.00** to be added to the Ambulance Equipment Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$5,000.00.*

Selectman Schall made a motion to approve Article 20 as presented, seconded by Selectman Jackson, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #21 To see if the Town will vote to raise and appropriate the sum of **\$44,000.00** to be added to the Fire Truck Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$102,097.10.*

Selectman Jackson made a motion to approve Article 21 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #22 To see if the Town will vote to raise and appropriate the sum of **\$30,000.00** to be added to the Town Building Purchase and Repairs Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$105,589.80.*

Selectman Jackson made a motion to approve Article 22 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #23 To see if the Town will vote to raise and appropriate the sum of **\$21,000.00** to be added to the Ambulance Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$63,983.94.*

Selectman Jackson made a motion to approve Article 23 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #24 To see if the Town will vote to raise and appropriate the sum of **\$5,000.00** to be added to the Recreation Maintenance Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$13,281.07.*

Selectman Jackson made a motion to approve Article 24 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #25 To see if the Town will vote to raise and appropriate the sum of **\$40,000.00** to be added to the Highway Heavy Equipment Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$57,823.39.*

Selectman Jackson made a motion to approve Article 25 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #26 To see if the Town will vote to raise and appropriate the sum of **\$30,000.00** to be added to the Sanitation/Recycling Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$76,787.83.*

Selectman Jackson made a motion to approve Article 26 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #27 To see if the Town will vote to raise and appropriate the sum of **\$14,000.00** to be added to the Police Cruiser Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$12,000.73.*

Selectman Jackson made a motion to approve Article 27 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #28 To see if the Town will vote to raise and appropriate the sum of **\$10,000.00** to be added to the Emergency Disaster Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$10,771.12.*

Selectman Jackson made a motion to approve Article 28 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Nay; Robitaille – Aye.

ARTICLE #29 To see if the Town will vote to raise and appropriate the sum of **\$700.00** to be added to the Medallion Opera House Capital Reserve Fund as previously established. This amount represents the rental fees received for 2013. *Balance as of December 31, 2013: \$1,532.01.*

Selectman Jackson made a motion to approve Article 29 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #30 To see if the Town will vote to raise and appropriate the sum of **\$8,000.00** to be added to the Fire Equipment Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$17,162.07.*

Selectman Jackson made a motion to approve Article 30 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #31 To see if the Town will vote to raise and appropriate the sum of **\$75,000.00** to be added to the Assessment Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$59,179.89.*

Selectman Jackson made a motion to approve Article 31 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #32 To see if the Town will vote to raise and appropriate the sum of **\$5,000.00** to be added to the Police Equipment Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$4,591.60.*

Selectman Jackson made a motion to approve Article 32 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #33 To see if the Town will vote to raise and appropriate the sum of **\$5,000.00** to be added to the Road Resurfacing and Reconstruction Capital Reserve Fund as previously established. *Balance as of December 31, 2013: \$6,807.77.*

Prior to voting on this Article the Board discussed the \$5,000 amount. It was agreed that \$5,000 is not enough and they felt that the Town needed to put more away. **Selectman Jackson made a motion to increase the \$5,000 appropriation to \$10,000, Selectman Schall seconded, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.**

ARTICLE #34 To see if the Town will vote to raise and appropriate the sum of **\$5,000.00** to be added to the River Maintenance Trust Fund as previously established. *Balance as of December 31, 2013: \$66,003.17.*

Selectman Jackson made a motion to approve Article 34 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #35 To see if the Town will vote to raise and appropriate the sum of **\$3,000.00** to be added to the Special Insurance Trust Fund as previously established. *Balance as of December 31, 2013: \$4,783.34.*

Selectman Jackson made a motion to approve Article 35 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #36 To see if the Town will vote to raise and appropriate the sum of **\$2,000.00** to be added to the Longevity Trust Fund as previously established. *Balance as of December 31, 2013: \$18,070.84.*

Selectman Jackson made a motion to approve Article 36 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #37 To see if the Town will vote to raise and appropriate the sum of **\$2,895.00** for the purpose of supporting outpatient mental health services to under-insured and uninsured individuals provided by Northern Human Services – The Mental Health Center. (By petition William O’Brien and others.)

Selectman Jackson made a motion to approve Article 37 as presented, seconded by Chairman Robitaille, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #38 To see if the Town will vote to raise and appropriate the sum of **\$1,000.00** for the support of the Child Advocacy Center of Coos County. (By petition Michael Cote and others.)

Selectman Jackson made a motion to approve Article 38 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #39 To see if the Town will vote to raise and appropriate the sum of **\$8,700.00** for the purpose of supporting the Tri-County Community Action Program, Inc. This request will support North Country Transit/Senior Wheels \$3,000.00; North Country Senior Meals \$2,700.00; and the Community Contact Office \$3,000.00 – all sponsored by TCCAP. (By petition Warren Johnson and others.)

Prior to voting on this Article, the Board and Chairman Robitaille discussed whether his place of employment received any monies from these funds. It was determined that none were and there was no need for Chairman Robitaille to recuse himself from this vote. **Selectman Jackson made a**

motion to approve Article 39 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.

ARTICLE #40 To see if the Town will vote to raise and appropriate the sum of **\$4,000.00** for the support of the Gorham Community Learning Center. (By petition Nichole Pizzo and others.) **Selectman Jackson made a motion to approve Article 40 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.**

ARTICLE #41 To see if the Town will vote to raise and appropriate the sum of **\$4,000.00** for the purpose of supporting the Gorham Historical Society’s museum and the organization’s public service efforts to preserve and display the Town’s history. (By petition Reuben Rajala and others.) Prior to voting on this Article, the Board discussed whether or not they should consider reducing the amount of the Article. The Board asked DF Vallee if she had the financials for the Historical Society so they could see where the money is needed. DF Vallee informed the Board that the Historical Society did not have their financials together as of yet but they would be submitting them when they are available. Further discussion took place regarding the fact that the Town had not received the Historical Society’s financials as well as the Child Advocacy Center. **Selectman Jackson made a motion to not recommend Article 41 at this time, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye. Selectman Jackson made a motion to reconsider Article 38, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.** Further discussion took place regarding the absence of financial information. **Selectman Jackson made a motion for DF Vallee to request that the financial back-up information that is outstanding be requested and due in the office no later than 5:00 pm on Tuesday, February 11, 2014, so these two Articles can be reviewed prior to the Public Hearing, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.**

ARTICLE #42 To see if the Town will vote to raise and appropriate the sum of **\$15,000.00** for the purpose of supporting the Family Resource Center at Gorham. (By petition Wilma Martin and others.) **Selectman Jackson made a motion to approve Article 42 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.**

ARTICLE #43 To see if the Town will vote to raise and appropriate the sum of **\$1,000.00** for the purpose of supporting the Androscoggin River Athletes, a local arm of NH Special Olympics. (By petition Theresa Letarte and others.) **Selectman Jackson made a motion to approve Article 43 as presented, seconded by Selectman Schall, voted Jackson – Aye; Schall – Aye; Robitaille – Aye.**

b) Shelburne and Randolph Ambulance Contracts: TM Frost presented the Board with worksheets of estimated amounts based on populations and departmental costs for both the Town of Shelburne and Randolph for the Ambulance Contracts. She explained that she would propose a four-year contract for each. The first year of the contract would be 25% of the estimated amount; the second year would be 50% and so on. Selectman Jackson expressed concern of tipping the scale and price the contracts in a fashion that both Randolph and Shelburne will seek other means and not renew with Gorham. Further discussion took place, and it was agreed that the Board would like to take more time to look at the two proposals for Randolph and Shelburne, as well as the Coos County Public Safety Agreement. These contracts will be discussed at the next scheduled meeting.

4. Old Business

a) Coos County Public Safety Agreement: Discussion was postponed until the next scheduled meeting so the Board may review it more.

5. Public Comment

Deb Thornblad of the Berlin Daily Sun asked the Board if they decided not to close the Cascade Fire Department. Selectman Jackson stated that the Board had accepted the Budget as presented. She also asked about trash pick-up and whether there was going to be anything different taking place. Selectman Schall stated that the Board did not recommend anything different with trash pick-up, noting that the Budget was approved as presented.

6. Other Business

a) Town Manager's Update: TM Frost informed the Board that EMS Director Miller had heard from the State Homeland Security. The State asked EMS Director Miller if the EMS department needed money for anything as there are Federal Grant monies available. EMS Director Miller asked about money for a power cot/stretcher. The State informed him that they would be able provide 100% reimbursement for the stretcher. However, TM Frost did note the only caveat was if there is a need for this type of stretcher anywhere in northern New Hampshire, we would be expected to respond, if possible. EMS Director Miller told her that there was four patients in 2013 over 500 pounds that needed service in 2013. The State will also pay for the annual inspection and maintenance for the new power stretcher. Further discussion took place regarding this matter, and the Board agreed to allow EMS Director Miller to move forward with receiving the funds.

TM Frost informed the Board that Governor Maggie Hassan proclaimed March as Aviation Month, and would like us to do the same thing. She told the Board that she would prepare a proclamation and have it ready for their signature.

b) Selectmen's Updates: Selectman Jackson wanted to officially offer his sympathies to TM Frost on the loss of her husband. He told her that the Board is behind her and will help with anything that she needs. Selectman Schall told her that he was behind her and told her if there is anything personally or professionally that he could help with, he would. Chairman Robitaille stated the same.

Chairman Robitaille stated he spoke with a member of the Colebrook Board of Selectmen and they state that Colebrook is just a pass through for Pittsburgh. Chairman Robitaille shared this comment as information.

c) Approval of Minutes (January 27 & February 3, 2014): Selectman Jackson made a motion to approve the Minutes of January 27 and February 3, 2014, as presented, seconded by Selectman Schall, voted unanimously.

d) Sign Manifest: All manifests were signed.

e) Sign Abatements and Exemptions (if necessary): None were presented.

7. Non-Public Session: RSA 91-a:3, II a-e: On a motion by Selectmen Jackson, seconded by Selectman Schall, the Board voted unanimously by roll call to move into non-public session at 7:25 pm under the provisions of RSA 91-A:3,II(e). Robitaille – Aye, Jackson – Aye, Schall – Aye.

On a motion by Selectmen Jackson, seconded by Selectman Schall, the Board voted unanimously by roll call to come out of non-public session at 7:55 pm. Robitaille – Aye, Jackson – Aye, Schall – Aye.

8. Adjournment: The meeting was adjourned at 7:56 PM.

REVIEWED AND APPROVED:

Paul Robitaille

William H. Jackson

Jeff Schall