

**MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
MONDAY, MARCH 25, 2013, 6:00 PM
GORHAM TOWN HALL**

Gorham Selectmen present: Bill Jackson, Paul Robitaille, Jeff Schall
Also present: Robin L. Frost, Town Manager; PJ Cyr, Chief of Police; Don Provencher, Robert Balon, Deb Thornblad, Berlin Daily Sun

1. Call to Order: The meeting was called to order at 6:00 by Selectman Robitaille.

2. Appointments: No appointments were scheduled.

3. New Business:

a) Board Reorganization: Selectman Robitaille turned the floor over to TM Frost to begin discussion. At this time, **Selectman Jackson made a motion to appoint Selectman Robitaille at Chairman of the Board, seconded by Selectman Schall, voted unanimously.** At that time, Chairman Robitaille thanked his peers for the appointment and noted that he would like to see things running as they had been. However, he suggested that allowing the public to speak and ask questions, imposing a time limit of two minutes. Selectmen Jackson and Schall agreed with continuing to allow the public to speak, however, declined to agree with the two minute maximum, stating that the Chairman should use his judgment to control the length of time with no formal time limit. After further discussion, the Board then moved forward with the following nominations/voting: **Chairman Robitaille made a motion to elect Selectman Jackson as Vice-Chairman, seconded by Selectman Schall, voted unanimously. Selectman Jackson made a motion to elect Jeff Schall to the North Country Council Transportation Advisory Committee, seconded by Chairman Robitaille, voted unanimously. Chairman Robitaille made a motion to elect Selectman Jackson as alternate for NCC, seconded by Selectman Schall, voted unanimously. Selectman Jackson made a motion to have Yves Zornio remain as representative for the AVRRDD, seconded by Selectman Schall, voted unanimously. Selectman Jackson made a motion to elect Chairman Robitaille as alternate for AVRRDD, seconded by Selectman Schall, voted unanimously. Selectman Schall made a motion to elect Chairman Robitaille as representative for the Planning Board, seconded by Selectman Jackson, voted unanimously. Chairman Robitaille made a motion to elect Selectman Jackson as representative for the Budget Committee, seconded by Jeff Schall, voted unanimously. Selectman Jackson made a motion to elect Selectman Schall as representative for the Medallion Opera House Committee, seconded by Chairman Robitaille, voted unanimously. Selectman Jackson made a motion to run the Tax Collector appointment run concurrent with the 3 year Town Clerk position, seconded by Selectman Schall, voted unanimously and signed the appointment certificate.**

b) Highway Safety Grant: TM Frost presented two grants to the Board. One is a Speed Grant in the amount of \$2,916.42 and the other is a DWI Grant in the amount of \$3,888.96, stating that both grants are 100% grants. After further discussion by the Board and TM Frost, **Selectman Jackson made a motion that Chairman Robitaille sign on behalf of the Board and that TM Frost sign for the Town, seconded by Selectman Schall, voted unanimously.**

c) Gorham Community Learning Center Feasibility Study: TM Frost stated that the Gorham Community Learning Center's (GCLC) Feasibility Study went out to bid last fall to move the Learning Center to a new home for more space, stating further that 6 firms presented proposals. The GCLC had waited until their new Director was in place to hear the proposals and finally interviewed the firms on March 6th. GCLC has made the decision

to go with Oak Point Associates out of Portsmouth. GCLC is hoping that the Town will go along with them so they can move forward with the process. TM Frost indicated that Donna Lane has been involved and is waiting on the Board's approval as well. Further discussion took place. **Selectman Jackson then made a motion that the Board approve Oak Point Associates as architect of choice as recommended by GCLC, seconded by Selectman Schall, voted unanimously.**

4. Old Business

a) Theater Heat Update: TM Frost presented the Board with the insurance adjustor report, noting that the insurance company will cover the expense of replacing the heat exchanger, in the amount of \$13,275.94, through the Town's Boiler & Machinery Policy. Further discussion took place regarding the repair cost of \$13,275.94 versus complete replacement costs of \$27,840. The Board decided to allow Kevin Rines, K & R Heating and Repair, to inspect the unit to see what actually needs to be replaced to see if any monies can be saved. It was further agreed to cap Mr. Rines' fees to 3 to 4 hours of time.

b) Dugouts: TM Frost has spoken with Jeff Stewart, Rec Director, and informed the Board that RD Stewart is looking for direction from the Board. After further discussion, the Board asked TM Frost to ask RD Stewart to return to the Board with a more open concept design than the previous design.

5. Public Comment: Don Provencher wanted to congratulate Jeff Schall, and stated that he was pleased to see him appointed as the North Country Council representative further adding that he was looking forward to working with him.

6. Other Business:

a) Town Manager's Update: TM Frost informed the Board that Judge Michalik would like the Board to go over to FRC for a tour with him either before or during the next Board meeting. After further discussion, it was decided that the meeting would start over at the FRC at 6:00 and tour with Judge Michalik until 7:00 and move the remainder of the meeting back to Town Hall. TM Frost informed the Board that Main Street is on the docket for paving this summer, stating that there is no schedule, as of yet. TM Frost also went on to inform the Board that the road will be repaired/paved from white line to white line only. TM Frost asked the Board to allow the Town to get pricing from Pike Industries to do intersection repair/paving while they are here doing the State work. After further discussion, it was agreed that all intersections be looked at and that Pike to be asked to provide the Town with pricing. TM Frost informed the Board that the owners of property located at 215-217 Main Street and 221 Main Street (Map U6-Lot 32 & Map U6-Lot 31) were looking for approval from the Town and State to have the Gorham Fire Department burn the buildings located on that property. TM Frost informed the Board that Chief Eichler is okay with burning the rear building, but not the two adjacent to Main Street due to safety concerns. After further discussion, it was agreed that as long as proper notification was given to the residents of the Town and abutting property owners, that it would be a good training exercise for the Fire Department. The Board and TM Frost discussed the amount of street lighting and if the entire Town was looked at. TM Frost informed the Board that per Highway Director Holmes that it had been. The Board asked for a copy of the report. TM Frost informed the Board that she and the Town Auditor, Paul Mercier, had been speaking about delinquent taxes suggesting that the Town move money from the 2012 Fund Balance. TM Frost will get more information on the delinquencies.

b) Selectmen's Updates: Selectman Jackson wanted to inform the Board and TM Frost that he would be attending the informational meeting at the White Mountain Community College on April 16th and went on to make sure that the other Board members and TM had seen the invitation. Selectman Jackson then requested

that all incoming town mail (other than invoices) be copied for the Selectman File to review and initial. Selectman Jackson also requested that a copy of the Revenue/Expenditure Report be forwarded to them once a month when they are sent to the Department Heads. Selectman Schall informed the Board that Regan Pride from the North Country Council would like to meet with TM Frost and Highway Director Holmes on the afternoon of April 9th regarding the solid waste warrant article. After further discussion it was agreed to ask Mr. Pride to come to the April 22nd Board meeting to review his presentation. TM Frost presented the Board with Attestation forms for the New Hampshire Retirement System audit that is taking place, these Attestations confirm that department heads do, in fact, work 40 hours. TM Frost then presented the Board with two requests for checks; one for HE Bergeron Engineers, from the River Maintenance CRF, for work that the firm completed at the request of FEMA after the project was closed out. The second request was for Schurman Electronics, from the Police Equipment CRF, for work done to the radio equipment to make them narrow band compliant. At this time, the Board asked Chief Cyr how the repeater building was coming along, Chief Cyr informed the Board that he had been working on the design of the building.

c) Approval of Minutes (March 11, 2013): Selectman Jackson made a motion to approve the minutes as presented, seconded by Selectman Robitaille, approved unanimously, Selectman Schall abstained.

d) Sign Manifest: All manifests were signed.

e) Sign Abatements (if necessary): None presented for signature.

7. Non-Public Session: RSA 91-a:3, II e: On a motion by Selectman Jackson, seconded by Chairman Robitaille, the Board voted unanimously by roll call to move into Non-Public Session at 7:34 pm. Jackson –aye, Robitaille – aye, Schall - aye.

On a motion by Selectman Jackson, seconded by Chairman Robitaille, the Board voted unanimously by roll call to return to Public Session at 8:00 pm. Jackson –aye, Robitaille – aye, Schall - aye.

There were no decisions made as a result of the non-public session.

8. Adjournment: The meeting was adjourned at 8:00 PM.

REVIEWED AND APPROVED:

Paul Robitaille

William H. Jackson

Jeff Schall