

MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
TUESDAY, January 3, 2012, 6:30 pm
TOWN HALL CONFERENCE ROOM

Selectmen present: Chairman Terry Oliver; David Graham; Paul Robitaille. .

Also present: Robin L. Frost, Town Manager; Finance Director Denise Vallee

James Michalik, Executive Director, Family Resource Center; Elizabeth Thompson, Library Director; Rufus Ansley and Gail Wigler, Library Trustees

1. Call to Order: The meeting was called to order at 6:30 by Chairman Oliver.

2. Appointments:

a) **Jim Michalik, Family Resource Center** – Judge Michalik came before the Board to express his thanks to the Town for the support given to the Family Resource Center throughout the year. He also gave a summary of the activities of the FRC for 2011. He reported that the building is in good shape. FRC received a grant from the Community Loan Fund to insulate the roof. Selectman Robitaille asked how the basement was being utilized. Judge Michalik stated that it is primarily used for storage. When asked if it might be suitable for office space, he replied that the ceilings are very low in places and with ductwork and pipes, it would be possible, but difficult to convert this space to offices. He continued on by citing some of the programs which FRC has facilitated over the year. The Gorham after school program has been very successful with about 50% of eligible students participating. The students who participated planned and served the Veteran's Day dinner which was very well attended. A community garden has begun at the Ed Fenn School. The students have been very excited to plan, implement and enjoy seeing the garden come to fruition. The FRC's May Day Celebration and Raffle was a success and raised \$2000 to be put towards FRC programs. The family assistance program is growing mostly due to the decrease in State funding. This program teaches families how to better plan for the use of their resources. The VITA program is a free tax preparation service for families who gross under \$59,000. This program uses IRS certified tax preparers and in 2011 430 returns throughout the county were prepared which brought \$570,000 back to those households. FRC is the 7th largest employer in Gorham and was named Business Non-profit of the Year by NH Business magazine.

The Board thanked Judge Michalik for coming to the meeting and providing this information. Selectman Robitaille stated that he has observed several of the FRC staff in the course of his job and they are always exceedingly professional. He did have an idea that might fit in with the afterschool program and suggested that the students work on a plan to replace the elm trees along Main Street which were destroyed by blight some time ago. Judge Michalik said they would certainly consider that suggestion.

b) **Gorham Public Library – 2012 Budget Review** – Trustee Rufus Ansley reviewed the proposed 2012 library budget. He explained that the budget is back to the level it was in 2009. He also explained that there are still bills for 2011 which have not yet been processed. Selectman Graham stated that he feels that library has accomplished much in 2011. They finalized automation and reorganized and replaced the stacks. He feels the library provides amazing services for a small budget. Selectmen Robitaille stated that he was quite involved in the acquisition of the Murphy bequest. He is certainly not

unhappy with the way things are going. There was a discussion about actual expenditures rather than estimates. TM Frost thought it was important to be able to give the Budget Committee actual numbers whether they be as of the end of November or as up to date as the end of December. Last year the Budget Committee did not recommend the Library budget and they felt they did not get enough information. Library Director Elizabeth Thompson, when asked, said that circulation is up for 2011 and with the automation in place, they are able to provide more accurate figures in this regard.

3. New Business: - None at this time

4. Old Business:

a) **Capital Reserve Funds** – The Board reviewed updated proposals given to them by Finance Director Denise Vallee. The proposed amount for the Emergency Access Route is \$10,000. Chairman Oliver felt that this could be delayed for another year. **On a motion by Selectmen Graham, seconded by Chairman Oliver, the Board voted 2-1 (Robitaille) to reduce the proposed appropriation to the Emergency Access Route CRF from \$10,000 to \$0.**

Chairman Oliver then moved on to Fire Equipment. He felt that with the balance in this fund, we could reduce the appropriation from \$15,000 to \$10,000. **On a motion by Selectman Graham, seconded by Chairman Oliver, the Board voted unanimously to reduce the appropriation to the Fire Equipment CRF from \$15,000 to \$10,000.**

Next Chairman Oliver suggested that the Board consider a reduction to the Fire Truck CRF. The Board looked at the amount and the schedule for the purchase of the next fire truck. **On a motion by Selectman Robitaille, seconded by Selectman Graham, the Board voted unanimously to leave this appropriation as originally proposed (no reduction).**

Chairman Oliver then spoke of the Police Equipment. He considered reducing the appropriation to \$2500 from \$5000. There was no detailed list of expenditures proposed for 2012. There seems to be a fairly reasonable balance in that CRF as is. **On a motion by Selectman Robitaille, seconded by Selectman Graham, the Board voted unanimously to reduce the proposed appropriation to the Police Equipment CRF from \$5000 to \$2500.**

There was a discussion regarding the establishment of separate funds for the auditorium and recreation. This will be researched and proposed, if appropriate. All agreed it was a good idea to isolate those funds.

Chairman Oliver spoke about the Solid Waste Recycling CRF. He feels that it would be appropriate at this time to reduce the proposed amount to \$20,000 from \$25,000. There was a short discussion, with Selectman Robitaille concerned that we will not stay on track with the necessary vehicle purchases if this amount is reduced. **On a motion by Selectman Graham, seconded by Chairman Oliver, the Board voted 2-1 (Robitaille) to reduce the proposed appropriation to the Solid Waste/Recycling CRF from \$25,000 to \$20,000.**

5. Public Comment: There was no public present.

6. Other Business:

a) Town Manager's Update: TM Frost had nothing new at this time.

b) Selectmen's Reports: Selectman Graham mentioned the warrant article which is being proposed by the Police Chief for better enforcement and follow-up with Town Ordinances. He isn't sure if this requires a public hearing.

c) Approval of Minutes (December 19, 2011): On a motion by Selectman Graham, seconded by Chairman Oliver, the Board voted unanimously to approve the minutes of the meeting of December 19, 2011.

c) Sign Manifest: The Board signed the manifest as prepared.

d) Sign Abatements (if necessary): There was one abatement which had no explanation on it, therefore Chairman Oliver asked to have the explanation provided before signing.

7. Non-Public Session: RSA 91-A:3, II (a): On a motion by Selectman Robitaille, seconded by Selectman Graham, the Board went into non-public session by roll call vote at 8:17 pm. Robitaille –aye, Graham – aye, Oliver - aye.

On a motion by Selectman Robitaille, seconded by Selectman Graham the Board returned to public session by roll call vote at 9:08 pm. Robitaille – aye, Graham – aye, Oliver - aye.

No decisions made as a result of non-public session.

8. Adjournment: The meeting was adjourned at 9:08 pm.

REVIEWED AND APPROVED:

Terry Oliver

David Graham

Paul Robitaille