

MINUTES OF SELECTMEN'S MEETING  
TOWN OF GORHAM  
MONDAY, May 21, 2012, 6:30 pm  
TOWN HALL CONFERENCE ROOM

Selectmen present: Chairman David Graham, Paul Robitaille. Bill Jackson excused.

Also present: Robin L Frost, Town Manager

Jeff Schall, John Losier

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

**2. Appointments:** There were no scheduled appointments.

**3. New Business:**

**a) Building Permits on Private/Class VI Roads (674:41):** TM Frost explained RSA 674:41 as it pertains to two requests for building permits. One is for a new single-family dwelling on what may be an un-built extension of a Town Road (Madison Avenue.) This is best served by following RSA 674:41, II, which allows for the applicant to go to the ZBA for an appeal from the denial of the building permit. The second involves an existing camp on a private road off Spring Road. This property owner wishes to put an addition on the camp and also put a foundation underneath the camp. If the Board wishes to consider allowing a building permit for this, they must ask the Planning Board to review and comment on the issuance of building permits on this private road. Selectmen Robitaille, being the Selectmen's representative on the Planning Board, will bring this to them at the next meeting which is scheduled for May 29<sup>th</sup>. The Board of Selectmen will then decide whether to issue permits on that private road or not at their next meeting on June 4<sup>th</sup>.

**4. Old Business:**

**a) IT Proposals:** The Board received copies of the top three proposals in their packets. TM Frost and EMS Director Chad Miller will be setting up interviews for these three for next week. We have some very good proposals, but have further questions for the companies.

**b) 2011 Abatements:** TM Frost is still trying to get in touch with Skip Sansoucy about the 2011 abatement. He is traveling right now and will hopefully call when he is back in the office.

**5. Public Comment:** Nothing from the public at this time.

**6. Other Business:**

**a) Town Manager's Update:** TM Frost presented a request from Recreation Director Jeff Stewart to contract with a company for a circus on the common on July 20, 2012 This is a Friday and the company would set up early in the morning and the performances would be that evening. The Town receives advance tickets to sell and would receive 35% of all advance tickets sold by the Town. We would also receive 10% of all tickets sold at the gate. This money would go into the recreation revolving account established at Town Meeting this year.

NRCS Project Agreements are signed and the engineering has begun. The hope is that the engineering and permitting will be completed by the end of June and the projects will commence soon after.

Some information has been gathered for building permit fees review. While originally TM Frost was asked to limit the data to Coos County, Selectman Robitaille asked for this to be expanded to towns in NH of like size to Gorham. This will give us more information to study since there is not much available in Coos County.

TM Frost reported that Sue Enman is working in her new position a good deal of the time as is Michelle Lutz. Grace Lapierre has schedule interviews for the Deputy position for May 30<sup>th</sup>.

The 4<sup>th</sup> of July Committee has requested the closing of Railroad Street during the festivities, as they always do. The Board approved this request.

The Board reviewed the information received from Mark Belanger regarding the kiosk placement. Since the cost to move the kiosk closer to the information booth is prohibitive, the Board decided that the original placement would be fine. To assist in the decision, Jeff Stewart placed a stake in the ground where the original placement was sited. The Board members had a chance to review this before the meeting.

The ATV Festival has asked if the Town was interested in advertising in their flyer and the Board decided if it was done to promote Moose Tours, they would be in favor of doing this.

The Board asked TM Frost to prepare a letter to DRED to protest the closing of the Shelburne Rest Area. In that letter, it was suggested that we request that in the event they refuse to open this information booth, they erect signage directing visitors to the Gorham Information Booth.

TM Frost distributed a new form, which she established, that lists all requests for use of Town facilities. The Board members were appreciative and TM Frost stated that an updated form will be in their packets each meeting. This will also assist her in keeping track of what is going on.

**b) Selectmen's Reports:** Selectman Robitaille said that he will be attending the meetings of the Androscoggin River Committee. This committee serves to find ways to promote the river as it winds through the Androscoggin Valley. He and Dick Huot have been scouting a good place for a canoe/kayak launch in Gorham. He is also interested in promoting the establishment of a multi-modal route along the river. The river is a major attraction and underutilized.

Selectman Robitaille feels that the promotion of the fundraising carnival on the common should not have said admission was by donation. He feels that may have deterred some people from going and the intent of the common is for everyone's enjoyment. No entity holding an event on the common is allowed to charge admission.

He also asked about moving the engine brake sign on Gorham Hill to the bottom of the hill. TM Frost stated that she will call Bill Lambert at the Traffic Division to make that happen.

Chairman Graham asked if there was a spot on the Andro where a canoe/kayak launch could be opened right away. He also asked for an accounting of monies spent recently (2011) on the multi-modal route. TM Frost will get those figures for him.

Chairman Graham received a letter from DOT regarding a study they will be doing to see if they can remove the lights at the Shaw's intersection. The Board expressed their concern with having those lights removed and asked TM Frost to express those concerns to the Traffic Division.

The trailer housing the Recreation Department was discussed and Chairman Graham would like to see if we could work on making the move of that department to the Town Hall at some point soon.

**c) Approval of Minutes (May 7, 2012): On a motion by Selectman Robitaille, seconded by Chairman Graham, the Board voted unanimously to approve both sets of minutes as presented. These minutes will be signed out of session.**

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

**d) Sign Abatements (if necessary):** There were no abatements.

**7. Non-Public Session: RSA 91-A:3, II (a) : On a motion by Selectman Robitaille, seconded by Chairman Graham, the Board moved into non-public session at 7:34 pm by unanimous roll call vote. Robitaille, Aye, Graham – Aye.**

**On a motion by Selectman Robitaille, seconded by Chairman Graham, the Board came out of non-public session at 7:48 pm by unanimous roll call vote. Robitaille – Aye, Graham – Aye.**

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

**8. Adjournment:** The meeting was adjourned at 7:48 pm.

**REVIEWED AND APPROVED:**

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**David Graham**

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**Paul Robitaille**

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**William H. Jackson**