

**MINUTES OF SELECTMEN'S MEETING  
TOWN OF GORHAM  
MONDAY, December 17, 2012, 6:00 PM  
GORHAM TOWN HALL**

Gorham Selectmen present: Chairman David Graham, Paul Robitaille, Bill Jackson  
Also present: Robin L. Frost, Town Manager; Denise Vallee, Director of Financing, Jeff Schall, Dennis Arguin, Wally Corrigan, Sr., Wally Corrigan, Jr., John Scarinza, Code Enforcement Officer; Denis Wade and Deb Thornblad, Berlin Daily Sun

**1. Call to Order:** The meeting was called to order at 6:00 by Chairman Graham. At this time Chairman Graham and TM Frost moved "Corrigan Property" to the top of list for discussion.

**Corrigan Property** – TM Frost started by saying that the Town has been in contact with the Department of Environmental Services (DES) and spoke with Rene Pelletier. Mr. Pelletier has assigned Jeff Blecharczyk to review the property. DES said that they would try to get in touch with Mr. Corrigan this week to set up an appointment to look at the property/area. Mr. Arguin asked the Board and Town Manager where the issue with the "wall" washout area stood. TM Frost informed Mr. Arguin that due to the weather, it will get looked at again in the spring. Selectman Jackson asked to have a note made in a tickler file in April so it does not get forgotten. Once again, Mr. Arguin expressed his concern and wanted to make sure that Mr. Corrigan knows that he has nothing personally against him. Mr. Corrigan explained that he realized that and went on to inform Mr. Arguin that he cleans out the river every spring. Mr. Corrigan noted that if he did not do this, the area would flood more than it already does. Further discussion went on regarding previous years and dredging of the area. TM Frost asked CEO Scarinza if he could be available to meet with the DES as well. CEO Scarinza indicated that he would be available. CEO Scarinza went on to note that he had been speaking with Mr. Corrigan; and said that Mr. Corrigan has been extremely cooperative and noted that Mr. Corrigan has not gone near the river since he was asked not to.

**2. Appointments:**

**a) Chief PJ Cyr – Shelburne Contract** - Chief Cyr was unable to attend the meeting. TM Frost presented the Board with the information that had been compiled by Chief Cyr and herself, which included a per call basis as well as a population based fee. The Board and Town Manager discussed the costs for the contract as they relate to the two separate figures, with the general consensus being that the per call estimated contract amount of \$27,771 being too low and the population based fee contract for \$69,441.95 being too high. After further discussion, it was agreed that the Board and Town Manager felt there needed to be a way to include a value on the fact that the Town's PD infrastructure is already in place as well as the value of the 24/7 coverage that would be given to the Town of Shelburne. It was also agreed that if a contract does take place with the Town of Shelburne, the contract would need to clearly state that the Town of Gorham will take precedence to the Town of Shelburne. The Board stressed concern regarding additional stress on the officers with the added territory/coverage for the department. TM Frost told the Board that the Town of Shelburne wanted justification for the money that had previously charged, and stressed her concern regarding the unknowns. TM Frost informed the Board that the Town of Milan's contract with the City of Berlin is \$41,450 per year, with the Berlin PD starting the call and handing it off. As it stands now, the Gorham PD handles the calls from start to finish. It was agreed that this item would be put back on the agenda and the Board would like to make sure that Chief Cyr is present at this meeting. The Board further asked TM Frost if she would sit back

down with Chief Cyr prior to the meeting to see if they could work on putting a dollar value on the infrastructure. The Board thanked TM Frost and Chief Cyr for the information.

### **3. New Business:**

**a) Public Works Office Building** - TM Frost informed the Board that she had presented requests for proposals to three engineering firms to present the Town with the design and cost estimate to raise the current PW office and put up a new building that is 3' bigger. The building will include two office spaces; the bathrooms will remain as they are in the garage area. TM Frost informed the Board that one engineer has come up to look at the area, one she has spoken to on the phone and the third she has not heard from as of yet. TM Frost will keep the Board informed and up to date as pricing is received. The Board asked about what will be funding the area in question and it was discussed that the roof for the office area has been built into the Town Bldg Purchase/Repair CRF. TM Frost and Finance Director Vallee informed the Board of some possible grant funding through USDA Grants. However, it was noted that there was limited funds for grants, but that the USDA did offer good loan rates. It was further discussed that this renovation needed to be a priority for health and safety sake of the staff.

**b) FEMA Site Visit** – TM Frost informed the Board of her visit to White Birch Lane and the Spring Road culvert area, indicating that there was funding in place for White Birch Lane, and that there may be mitigation funds available for the Spring Road site. TM Frost indicated that she will keep the Board up to date on that funding.

### **4. Old Business:**

Before moving on to Capital Reserve Funds, Selectman Robitaille asked about the Currier property now that Mr. Currier has vacated the area, and asked what will happen to the remnants of the auction items. It was discussed that the remaining items from the auction will be leaving and are believed to be going to the Middle East. Further discussion entailed about taxes on this property, Munces and Gleason property. TM Frost informed the Board that she has spoken with Ed Boutin about the “looking at bank account angle”. TM Frost also stated that she would get Attorney Boutin a list of “clean-up” properties.

**b) Capital Reserve Funds and Road Projects** - Finance Director Vallee and TM Frost presented the Board with an updated Summary for Capital Reserve Funds and Trusts, noting that they had whittled away as much money as possible. Further discussion took place regarding the concern of taking out too much money and setting up the Town to be behind on necessary projects and road work. The Board discussed that while they do not want to fall behind on these necessities, the town is currently experiencing a \$30 tax rate. Therefore, it was further discussed that some of these particular issues be put in an article on the Town Warrant so the taxpayers can decide what they want and do not want to do. Further discussion went on, and the Emergency Access Route was brought up. TM Frost and the Board discussed the fact that the Wetland permit was in place and that it was time to think about “biting the bullet” and build the terrace necessary to finish the route.

Further discussion went on regarding the Capital Reserve Funds, and then went on to looking at the budget itself. Finance Director Vallee informed the Board that the newest Budget that she had given them included the 2% cost of living raise for the Town’s staff. The Board also discussed the costs of the PD and EMS department for the 4<sup>th</sup> of July. It was agreed that an article would be added to the Town Warrant so the taxpayers can decide if they want to include these monies in the Budget.

After further discussion regarding the Budget, the Board decided that the Budget could be passed along to the Budget Committee, therefore, **Selectman Jackson made a motion to accept Budget as presented, it was seconded by Selectman Robitaille and voted unanimously.**

#### **5. Public Comment:**

Jeff Schall thanked the Board for moving the Budget forward. Mr. Schall spoke to the Board about the Town of Shelburne contract and suggested that Chief Cyr look at what the Town has invested in the department over the years, suggesting that it may assist with the finding the value/hard costs that can be added to the contract. Mr. Schall expressed his concern to the Board about the revaluation completed by KRT Appraisals, noting that the high end homes seem to be subsidizing the lower homes. Mr. Schall especially expressed concern regarding the increase in his taxes, stating that when he questioned KRT about what they used for comps for coming up with the appraisals, he was informed that they only had one comp to go by. TM Frost informed Mr. Schall that the DRA had looked at that area separately after KRT had completed their appraisals. TM Frost went on to explain that there was a new sales analysis system being used on the DRA's website.

#### **6. Other Business:**

**a) Town Manager's Update** – TM Frost informed the Board that after a NCC meeting that she had attended last week she was involved in an information conversation that included a member of Governor Elect Hassan's staff, Glen English; Haverhill Town Manager and Jeff Hayes, Assistant Director of NCC. TM Frost indicated that the conversation revolved around "what we see as north country issues". Governor Lynch is very in tune to the North Country needs, and it seems that Governor Elect Hassan is reaching out to collect information to become aware of what those needs are. TM Frost felt that this will bode well for the North Country. TM Frost presented the Board with a lease for the Verizon Tower, indicating that it was a basic, minimal lease with a cost of \$1,000 to the Town. **Selectman Robitaille made a motion to approve the repeater contract, Chairman Graham seconded and approved unanimously.**

TM Frost informed the Board that Rec Director Stewart had been working on an early site plan for the building at Libby's, and asked the Board if they wanted RD Stewart to get cost estimates. The Board said that they did want him to do so, and wanted to make sure that the bathhouses were included in the estimates.

TM Frost asked the Board if they had any ideas for the Town Report cover this year, suggesting maybe a picture of the clock tower. FD Vallee asked the Board to let her know if they had any other ideas or suggestions. FD Vallee also reminded the Board that they needed to prepare the Board of Selectmen update for the Report.

**b) Selectmen's Update** – Selectman Robitaille asked about the Christmas decorating contest, it was discussed that 2 residents applied and that a group of students from the High School would be judging. Selectman Robitaille attended a meeting at the AVH last Friday that included the Governor Elect, noting that beside him, Jeff Woodburn was the only other politician that was present. Selectman Robitaille said that it was noted that the North Country would not be forgotten. Selectman Robitaille said that he was going to contact Tom Brady to discuss the County Budget with the Board of Selectmen.

Selectman Jackson reminded the Board that they still needed to deal with unpaid taxes.

Chairman Graham had one item that had to do with the Family Resource Center and the Afterschool Program Director. FRC would like to apply for 21<sup>st</sup> Century Afterschool Learning Funding for a program for the younger kids. Chairman Graham said it would be incredible if FRC could get this funding. He indicated that they are putting out a request for proposal in January and the grant request in April.

A discussion took place about the next School Board meeting in January and it was suggested that a member of the BOS participate in the meeting.

**c) Approval of Minutes (December 3, 2012) - Selectman Jackson made a motion to approve as presented, seconded by Selectman Robitaille and approved unanimously.**

**The Board discussed the listing of encumbrances. Selectman Jackson moved to approve the encumbrances, seconded by Selectman Robitaille and voted unanimously.**

**d) Sign Manifest** – All manifests were signed.

**e) Sign Abatements** – There were none for review/signature.

**7. Non-Public Session** – There were no request/need for session.

**8. Adjournment** – At 8:00 pm, Selectman Robitaille made a motion to adjourn, seconded by Selectman Jackson, and approved unanimously.

**REVIEWED AND APPROVED:**

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**David Graham**

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**Paul Robitaille**

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**William H. Jackson**