

MINUTES OF SELECTMEN'S MEETING  
TOWN OF GORHAM  
TUESDAY, July 5, 2011, 6:30 pm  
GORHAM TOWN HALL

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

Also present: Robin L. Frost, Town Manager

Don Provencher, Mark Taillon, Melissa Grima, *Berlin Daily Sun*

**1. Call to Order:** The meeting was called to order at 6:32 by Chairman Oliver.

**2. Appointments:**

There were no appointments scheduled.

**3. New Business:**

**a) Town Manager Contract:** Selectman Graham reported that the Board had reached an agreement on a two-year contract with Robin Frost for the position of Town Manager. He went on to explain that the Board was very satisfied with Frost's performance over the past year and they chose to execute a contract that would keep Frost in Town for at least the next couple of years. Both Chairman Oliver and Selectman Robitaille echoed Selectman Graham's comments stating that they, too, were happy with the way Town operations and special projects were proceeding.

**b) 2010 Abatement Requests:** At a previous meeting, the Board received a list of abatements received for the 2010 tax year. TM Frost quickly summarized the commercial requests. Most of the commercial requests were repeats, meaning that they have filed in previous years. Some of those previous requests are not yet settled.

Selectman Robitaille reported that he received a notice from NHDES about culvert replacement on the Pinkham B Road. This notice is now at Town Hall in case anyone has any questions regarding the work.

**4. Old Business:**

**a) Insurance for Town Common Use:** Selectman Graham drafted a use policy for the athletic field on the common. He believes that organizations who wish to use the field should provide proof of insurance. The draft policy also allows for fees, if deemed appropriate. Selectman Graham feels strongly that some entity must pay for damages incurred when organizations use the field. Selectman Robitaille suggested that a meeting be set up between the Board and School Representatives to see if this issue could be worked out. The Board agreed to try this avenue and TM Frost will call to schedule the meeting.

**b) Fur, Feather & Fin:** There was no report yet available for the asbestos survey. This information will be delivered to the Board as soon as it is available.

**c) Energy Audit:** The survey has been completed. The report should be available for the next Selectmen's meeting.

**d) Multi-modal Path:** TM Frost reported that she has reviewed the proposal from VHB for the completion of the engineering and permitting of this route. The proposal is broken down into tasks and though there is not enough in the capital reserve fund to complete everything, there is certainly enough to get moving on the preliminary drawings and permitting. On a motion by Selectman Robitaille, seconded by Selectman Graham, the Board unanimously agreed to move forward with the project.

**5. Public Comment:** Mark Taillon was on hand to pick up his building permit. He did take the opportunity to agree that there are issues with baseballs hitting cars traveling along the roadways.

Don Provencher said that he was hoping to be handed a check for reimbursement for the damages done to his vehicle during baseball season. He is hoping that this can all be worked out soon. He also commended the Board for signing a contract with TM Frost. He would like to see her relocate to town. He has heard, however, that business owners would like to have TM Frost visit see if they have any concerns, etc.

## **6. Other Business:**

**a) Town Manager's Update:** TM Frost spoke to the Board about the IRS mileage rate increasing to 55.5 cents. The Board would like to keep the reimbursement rate at 50 cents.

The work on Fieldstone Road is commencing. KRW is doing the culvert replacement and readying the road for pavement.

TM Frost shared the new NH Retirement System rates with the Board. Selectman Graham asked if they could get an estimate of what these increases will cost the Town.

The Board signed an appointment form for Tiffany Kenison to the Budget Committee for the ensuing year.

A letter was received from Terry and Christine Rhoderick asking for four no parking spaces on Main Street near the mini-golf and apartment building entrance. They reported that there had already been some near-accidents since the on-street parking had increased in that area. TM Frost will research the matter further and consult with NHDOT on the parking situation on Main Street. Selectman Robitaille also mentioned the two handicapped parking spots that the Board would like to see on Main Street (at the Information Booth and in front of the Congregational Church.) Both of these items will be addressed again at the next meeting.

The Board signed the elderly exemptions for 2011.

TM Frost stated that unless there was any objection from the Board, she would be on vacation from July 21<sup>st</sup> until August 8<sup>th</sup>. The Board had no objection.

**b) Approval of Minutes (June 20, 2011):** On a motion by Selectman Graham, seconded by Selectman Robitaille, the Board unanimously approved the minutes for both the regular and non-public sessions of the meeting of June 20, 2011 as prepared.

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

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

**7. Non-Public Session: RSA 91-A:3, II (a & c): On a motion by Selectman Robitaille, seconded by Selectman Graham, the Board voted unanimously by roll call to move into Non-Public Session at 7:25 pm. Robitaille –aye, Graham – aye, Oliver – aye.**

**On a motion by Selectmen Graham, seconded by Selectman Robitaille, the Board voted unanimously by roll call to return to public session at 8:05 pm. Robitaille –aye, Graham – aye, Oliver – aye.**

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

**8. Adjournment:** The meeting was adjourned at 8:06 pm.

**REVIEWED AND APPROVED:**

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**Terry Oliver, Chairman**

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**Paul Robitaille**

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**David Graham**