

REPORT OF THE SPECIAL MEETING OF THE GORHAM TOWN COUNCIL
April 15, 2008

Chairman Loveitt opened the meeting at 7:00 pm.

Roll Call: Present: Chairman Loveitt, Councilors Caldwell, Csoros, Knapp, Moulton, Phinney, & Robinson, Town Manager, David Cole, and Town Clerk, Christina Silberman. (Note: Councilor Jane S. Willett has changed her name to Jane S. Knapp)

Item #7558 The proposed order was moved by Councilor Phinney and seconded by Councilor Csoros. Clint Cushman, Code Enforcement Officer, spoke about the number of permits processed by his department and raised concerns about the inspection process and enforcement. The office currently has two certified Code Enforcement Officers and removing one of them will put the staff back to pre-1995 levels. Moved by Councilor Phinney, seconded by Councilor Robinson and **VOTED** to amend the proposed order and remove recommendation #2 eliminating the position of the Assistant Code Enforcement Officer. **4 yeas, 3 nays (Caldwell, Loveitt & Knapp).** Moved by Councilor Phinney seconded by Councilor Moulton and **VOTED** to amend the proposed order to increase the amount of revenue from Cable TV franchise fees being added as general revenue by \$16,766. **5 yeas, 2 nays (Knapp & Csoros).**

The Chairman declared a 15 minute recess. After the recess, Chairman Loveitt called the meeting back to order.

Moved by Councilor Phinney, seconded by Councilor Robinson and **VOTED** to amend the proposed order and remove \$21,530 from the amount of the Town Manager's recommendation to supplement the contingency account, to eliminate the part-time Library Assistant position in recommendation #4, and to remove \$2,000 from the amount allotted in the proposed FY 08/09 budget for ground maintenance at the Municipal Center. **7 yeas.**

ORDERED that the Town Council approve recommendations numbered 1, and 3 through 7, in a memo from the Town Manager to the Town Council dated April 14, 2008; and,

BE IT FURTHER ORDERED that the Town Council approve adding \$67,066 in revenue from Cable TV franchise fees as general revenue in the proposed FY 08/09 budget and adopt a policy of using 91% of Cable TV franchise fees as general revenue with the balance going into the Cable TV reserve account for future budgets; and,

BE IT FURTHER ORDERED to remove \$21,530 from the amount of the Town Manager's recommendation to supplement the contingency account, to eliminate the part-time Library Assistant position in recommendation #4, and to remove \$2,000 from the amount allotted in the proposed FY 08/09 budget for ground maintenance at the Municipal Center.

BE IT FURTHER ORDERED that the Town Manager should adjust the Town's proposed FY 2008/09 budget to reflect these approved changes; and,

BE IT FURTHER ORDERED that the Town Council refers the Town Manager's recommendation for a new fee schedule for Planning Department Fees to the Finance Committee and ask the Committee to review the fee schedule as a priority issue and

report back to the full Council with their recommendations. **7 yeas.** Prior to the final action on the above item, Chairman Loveitt clarified that this is not a final vote on the 2008/2009 town budget and changes can still be made before the final budget is adopted.

Excerpts from the referenced memo dated April 14, 2008 from the Town Manager to the Town Council

RECOMMENDATIONS

Net Savings

- | | |
|--|------------------|
| 1. Eliminate the position of Town Engineer. | \$ 54,506 |
| 2. Eliminate the position of Assistant Code Enforcement Officer. | \$ 59,618 |
| 3. Eliminate the position of Compliance Officer and consolidate duties into new position. | \$ 52,125 |
| 4. Eliminate the position of Reference Librarian and replace with new part-time position of Library Assistant. | \$ 22,152 |
| 5. Reduce staffing levels at Baxter Memorial Library from 3 to 4 p.m., Monday – Thursday by one person, an annual reduction of 208 hours | \$ 3,092 |
| 6. Eliminate the position of Administrative Assistant in the Fire Department and replace with a Secretary's position | \$863 to \$4,078 |
| 7. Replace contracted janitorial service at the Public Safety Building with increased assistance through our cooperative work release program with the Windham Correctional Facility | \$ 10,500 |

RECOMMENDED USE OF FUNDS

- | | |
|---|-----------|
| 1. Reduce the Property Tax Rate: | \$110,100 |
| 2. Director of Planning and Code: | \$104,750 |
| 3. Add funds to the unemployment insurance account. | \$ 5,000 |
| 4. Add funds to the Town's contingency account. | \$ 33,306 |

Moved by Councilor Phinney, seconded by Councilor Moulton, and **VOTED** to adjourn the meeting at 8:47 pm. **7 yeas.**

A TRUE RECORD OF MEETING

Attest: _____
Christina Silberman, Town Clerk