

**MINUTES OF SELECTMEN'S MEETING  
TOWN OF GORHAM  
MONDAY, JANUARY 25, 2016 6:00 PM**

Gorham Selectmen present: Jeff Schall, Grace LaPierre, Terry Oliver

Also present: Robin Frost, Town Manager; Kirstan Lukasak, Berlin Daily Sun; Denise Vallee, Finance Director; Chad Miller, EMD; PJ Cyr, Police Chief; Dana Horne, Allen Pike, Britney Santy, Nick Santy, Arthur Perry, Adam White, Robert Demers, Rich McClure, Michelle Lutz, Assessing Clerk; Rich Dorsett, KRT Appraisal; Cagney Hatch, Mike Waddell, Glen Eastman, Wanda Tanguay, Shawn Costine, Gerry Marcou, Rich Eichler, Fire Chief

**1. Call to Order:** The meeting was called to order at 6:00 pm by Chairman Schall.

**2. Appointments:**

**a) Richard Dorsett, KRT Appraisal – Abatement Requests:** Chairman Schall stated that the Board asked Mr. Dorsett, KRT Appraisal, to attend the meeting so that he might explain why the Town is abating values to the extent that we are abating and why his opinion is changing. Mr. Dorsett stated that previously, the values were set at a mass revaluation. When a complete revaluation takes place, some items are not looked at and do not come into play. Based on the condition of the former Rite Aid Building, 167 Main Street, Mr. Dorsett stated that he is in agreement with the owner's suggestion of value. He stated that the building has been vacant for several years. When looking at Mr. Couture's buildings at 167 Main Street as well as 230-2 Main Street, Mr. Dorsett looked at the income and expenses of the buildings, as well as physical condition. The Board expressed their concern regarding this approach and granting the abatements as requested. Chairman Schall asked about some renovations to the roof of the 167 Main Street property and other possible updates/repairs. Mr. Dorsett stated that he will revisit the properties to ensure his accuracy of the condition of the buildings. AC Lutz informed the Board that when the KGI Properties went before the BTLA, KGI won their case using the income and expense approach. **Selectman LaPierre made a motion to accept the abatements for Arthur Couture's property as recommended by Rich Dorsett of KRT Appraisal, seconded by Selectman Oliver, voted unanimously.**

**b) Public Safety Organizational Review Committee – Recommendation Report Review:** Chairman Schall stated that the Board had previously received the Public Safety Organizational Review Committee's recommendation report and has reviewed what the report outlined. He said that the purpose of this evening's meeting is to hear from the committee. At this time the Board is not looking to hear all opinions this evening, as there will be a public hearing. The Board and committee members discussed the report and the changes that may or may not occur. TM Frost stated that if the Board decides to hire a Fire Chief that there is a job description in place, if they decide to change the position, the Board will have the opportunity to write up a job description with a specific criteria of the position. **Chairman Schall made a motion to proceed with a public hearing based on the Public Safety Review Committee's recommendation report, the hearing will take place on February 16<sup>th</sup> at 6:00 pm in the Medallion Opera House, seconded by Selectman Oliver, voted unanimously.** It is the Board's intention to have a final decision on the merger for their regular meeting scheduled for February 22, 2016.

**3. New Business**

**a) North Country Fire Mutual Aid District Agreement:** TM Frost presented the Board with the 2016 North Country Fire Mutual Aid District Agreement, noting that Fire Chief has already signed agreement. She stated that it was just a matter of the Board signing the agreement. This agreement is the same as previous years. **Selectman Oliver made a motion to execute the North Country Fire Mutual Aid District Agreement for 2016, seconded by Selectman LaPierre, voted unanimously.**

**b) HealthTrust Authorization to Combine Memberships:** TM Frost informed the Board that the Town has done this and in past years. The Authorization combine the Town, SAU 20 and Shelburne. The Board is in favor with continuing to combine the memberships, and made the following resolution. **Selectman Oliver made a motion to resolve that the Town of Gorham shall participate in the combined rating arrangement for medical coverage offered by HealthTrust to School Administrative Unit #20, Town of Gorham and Town of Shelburne. Further, that the “Agreement Regarding Combination of Members for Rating Purposes” between Town of Gorham, HealthTrust, and the other combining HealthTrust Member(s) (the “Combination Agreement” is hereby approved in the form presented to this meeting and that Robin L. Frost, Town Manager, is hereby authorized and directed to execute and deliver to HealthTrust (i) an acknowledgement of the terms and (ii) a certificate of this resolution, seconded by Selectman LaPierre, voted unanimously.**

**c) Road Project Engineering Warrant Article:** TM Frost stated that the proposed Road Project Engineering Warrant Article is \$415,000, based on the engineering proposal that was received. Selectman LaPierre asked if it could be put aside because of this year’s current budget constraints. She suggested that the Town could look at doing only Cascade Flats and Stony Brook. However, spread the projects out over two years. Further discussion took place regarding the engineering proposal along with the costs and the impact on the budget. Based on a suggestion/discussion with Mike Waddell, the Board agreed that instead of handling the engineering project in a warrant article, it recommends placing \$200,000 in the Highway Maintenance CRF.

**d) Transportation Improvement Fund:** TM Frost stated that a week ago Friday, she had sent the Board members an email regarding this fund. This fee can be added to registrations, which is different from the MVS fee for tire disposal. This fee of \$5.00 or less can be placed in a separate transportation fund to be used for road/street maintenance and other transportation-related purposes. TM Frost stated that all residents of the Town will be subject to the fee instead of just property owners. The fee will not be included on antiques, motorcycles and/or OHRVs. **Selectman Oliver made a motion to move forward with the Transportation Improvement Fund as recommend by Town Manager Frost, seconded by Selectman LaPierre, voted unanimously.**

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

**a) Senior Project – Design Approval:** RD Stewart presented the Board with the final design of his son’s senior project, which is the proposed US flag disposal bin. RD Stewart stated that Seventh Street Graphics will be donating the wrap for the bin. The bin itself was found through Home Depot and will be metal.

**b) 2016 Budget Progress:** TM Frost presented the Board with new, updated budget information for their review. Based on what the project tax rate was anticipated to be, TM Frost brought the Board back through the Capital Reserve Funds to review and change portions of the schedule. Based on the recommendations of TM Frost, the Board cut \$98,000 from the proposed CRF schedule.

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

Bob Demers stated that he feels the proposed Fire/EMS merger will have a lot of debate at the public hearing and wondered when the Board will make their decision. TM Frost stated that legally the departments had been previously merged in 1996. The Board reiterated that they will be making their decision at their next regular meeting on February 22, 2016.

Glen Eastman stated the department would need a leader, but the person should know fire control. He also questioned payroll.

Bob Demers stated that he feels the position should be hired within the community and be a resident of the Town, noting that the Fire Chief is one of the most important positions in the Town and should not be put in a position to go on an ambulance call.

## 6. Other Business

a) **Town Manager's Update:** No updates.

b) **Selectmen's Update:** No updates.

c) **Approval of Minutes (January 11, 2016):** Selectman LaPierre noted a couple of grammatical errors in the Minutes. **Selectman LaPierre made a motion to approve the Minutes of the January 11, 2016, meeting with noted corrections, seconded by Selectman Oliver, voted unanimously.**

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

e) **Sign Abatements and Exemptions (if necessary):**

Selectman LaPierre asked TM Frost if she had heard anything from Mr. Pigeon of AR Couture Construction with regard to the entrance of Rite Aid. To date, TM Frost has not heard from Mr. Pigeon, she will reach out to him again.

**7. Non-Public Session: RSA 91-a:3, II e: On a motion by Chairman Schall, seconded by Selectman LaPierre, the Board voted unanimously by roll call to move into non-public session at 8:10 pm. Schall – Aye, LaPierre – Aye, Oliver – Aye.**

**On a motion by Chairman Schall, seconded by Selectman LaPierre, the Board came out of non-public session by unanimous roll call vote at 9:00 pm. Schall – Aye, LaPierre – Aye, Oliver - Aye.**

**8. Adjournment:** The meeting was adjourned at 9:01 PM.

**REVIEWED AND APPROVED:**

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**Jeff Schall**

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**Grace LaPierre**

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**Terry Oliver**