

**MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
MONDAY, MARCH 7, 2016 6:00 PM
TOWN HALL**

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

Also present: Robin Frost, Town Manager; Mike Waddell, Denise Vallee, Finance Director; Bob Balon, Henry Sanschagrín, Pat Lefebvre, Arthur Perry, Adam White, PJ Cyr, Police Chief

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

PUBLIC HEARING: USDA Rural Development Grant – Public Works Office

Chairman Schall public hearing for public comment that we are applying for the USDA grant monies for the Public Works office. This Public Hearing for a USDA Community Facilities Grant is required to be held after the grant application has been submitted and prior to any grant approval. This grant was applied for on January 7, 2016 to cover a portion of the cost to demolish and construct a new office at the Public Works Garage.

The proposed facility will be 576 gross square foot in area and constructed of modern long lasting materials and will be well insulated and sealed from both the garage atmosphere as well as from the exterior elements. Each of the work spaces will be increased in size and there will be proper public access and an area for conducting Town business that will meet ADA standards. The facility will be constructed using low or zero VOC building materials and will utilize ground source heat pumps to meet heating and cooling needs making it substantially more energy efficient than what exists today. Low maintenance materials will be employed to reduce long term operating costs.

Project Cost:	\$133,500
Rural Development Grant:	\$ 30,000
Town Share:	\$103,500

Under the USDA eligibility guidelines, the Town of Gorham would have been eligible for a 55% grant, or \$73,425.00. However, due to a lack of Federal funding, there is only \$300,000 available for the entire State of New Hampshire. As a result, grant applications have been limited to a maximum of \$30,000. We are hopeful that this amount will be awarded.

The \$103,500 grant match will be paid from the Town Buildings Purchase & Repair Capital Reserve Fund. The current balance in the CRF is \$88,763.62. There is an appropriation request of \$50,000 included in the 2016 Budget. If approved, the total available balance in the CRF will be \$138,763.62.

Chairman Schall asked if there were comments from the public regarding this project and grant.

Mike Waddell asked if there was a footprint and/or drawing available for him to look at. FD Vallee presented Mr. Waddell with the proposed footprint drawing. Mr. Waddell asked about other work that needed to be completed on the Town Hall that needed to come out of the CRF. FD Vallee stated that the work had been put on hold per the Budget Committee and Board of Selectmen's request. Mr. Waddell said that he felt that the

amount of \$133,500 for the project total cost seemed to be too high. Based on the proposed footprint, he feels that it could be done for something less.

Robert Balon asked what the grant time line was. FD Vallee stated that the town should know by April 1st.

Adam White asked if the Town waited, is there a chance for the grant amount to increase. FD Vallee stated that it seems like funding is trending down.

Further discussion took place regarding the office buildout and pricing. Mr. Balon asked how much money was available for the entire state. FD Vallee stated that there is a total of \$300,000 available in grant money.

Being that there were no further questions, Chairman Schall closed the public hearing at 6:13 pm.

2. Appointments:

3. New Business

a) 2016 Aviation Proclamation: Chairman Schall presented the following Proclamation to the Board: Town of Gorham, NH, Proclamation – General Aviation Appreciation Month 2016

WHEREAS: The Town of Gorham in the State of New Hampshire has a significant interest in the continued vitality of general aviation organizations and community airports; and

WHEREAS: General aviation and the Gorham Airport have an economic impact on the Town of Gorham; and

WHEREAS: According to the FAA, New Hampshire's airport system includes 25 public-use airports serving 3,391 pilots and 1,187 active general aviation aircraft; and

WHEREAS: According to the 2015 New Hampshire State Airport System Plan, general aviation in New Hampshire's system supports 776 jobs in the state; and

WHEREAS: According to the 2015 New Hampshire State Airport System Plan, the economic output of general aviation in New Hampshire is over \$1 billion annually; and

WHEREAS: General aviation not only supports New Hampshire's economy, it improves overall quality of life by supporting emergency medical and healthcare services, law enforcement, firefighting and disaster relief, and by transporting business travelers to their destinations quickly and safely; and

WHEREAS: The nation's aviation infrastructure represents an important public benefit, and Congressional oversight should be in place to ensure stable funding of this system;

NOW THEREFORE: We, the Board of Selectmen of the Town of Gorham, New Hampshire, do hereby proclaim General Aviation a vital strategic resource to the Town of Gorham and declare March as General Aviation Appreciation Month in the Town of Gorham. **Selectman LaPierre made a motion to approve and sign the Proclamation as presented, seconded by Selectman Oliver, voted unanimously.**

4. Old Business

a) Public Safety Organizational Review Committee - Update: Chief Cyr stated that the Committee met last week. All but one member attended the meeting. Gerry Marcou has opted to step down from the Committee and Brian Lamarre has agreed to attend in his place. The Committee is in the process of looking at the budget items making sure that they are correct. At the request of the Board of Selectmen, the Committee also looked at the job itself and is making the recommendation that the position does not need to be a resident of the Town. However, they feel that 35 miles is the furthest distance that the person can live because of response time. This was a unanimous recommendation from the Committee. There had been a request for the Committee to look at scheduling employees, but after careful consideration, the Committee felt that it is not something that it

should complete. The Committee feels that it would be the purview of the new Fire Chief to look at and create schedules. The Committee plans to meet again on March 16th. Chief Cyr stated that he has spoken with people in the community and there has been concern expressed regarding EMD Miller. People are concerned that Mr. Miller does not have the necessary experience to handle the position. Chief Cyr stated that he felt that when the position is hired that it will most likely be done by a panel of experienced chiefs and/or emergency personnel. He stated that he believes that the panel will look at who best fits the position requirements and will make the decision based on what is best for the Town.

Selectman LaPierre asked Chief Cyr to name a local department that its chief does not reside in its town. Chief Cyr did not know of one.

Further discussion took place regarding residency requirements, distance and job description. It was suggested that maybe the Town look at sharing a Chief. There was a news clip in the Union Leader regarding Belmont and Laconia sharing a Chief. The formal job description is not in place at this time so the ad for the position cannot be placed for the position. Chairman Schall stated that at this time, he felt that the Board does not have enough information and felt that the next Board would need to make the decision.

b) Jimtown Road Update: TM Frost stated that at the last meeting, a complaint had been received regarding the care and plowing of Jimtown Road. Since the last meeting, the resident called and thanked the Town for the care of the Road during the most recent storm.

c) Hazard Mitigation Grant Update – Spring Road Culvert: TM Frost presented the Board with a copy of a letter from Beth Peck, NH Homeland Security and Emergency Management, that the Spring Road project/grant had passed. The application is being forwarded to FEMA for their final review. It will then go to the Governor and Council for approval. Work can start on the project once it is approved.

5. Public Comment:

Henry Sanschagrín asked TM Frost about the letter that had been forwarded to the NH Bureau of Trails, in which the Town asked for extended OHRV trail hours to match up with Berlin. TM Frost stated that while the State is okay with extending hours for special events, the State will not allow the hours to be extended all the time.

6. Other Business

a) Town Manager's Update: TM Frost stated that the audit almost completed, and it looks like we have \$1.5 million in outstanding taxes from 10 separate accounts. This year's deferred revenue will be \$1.2 million from the \$1 million last year. The fund balance is still about \$915k. Of the outstanding tax amount two taxpayers make up approximately \$1.2 million. The Town should receive the final audit report in about a month or so.

b) Selectmen's Update: Selectman LaPierre stated that the John Ellis sign looked good. She asked TM Frost if she had heard anything from Claude Pigeon regarding the entrance to the old Rite Aid building. TM Frost stated that while she had reached out again, Mr. Pigeon has not gotten back to her.

Selectman Oliver asked TM Frost to contact the owner of the Lancaster Road trailer park regarding the entrance and sidewalk there as well.

Chairman Schall asked when the load limit signs would be put up in his neighborhood. TM Frost stated that she would discuss with PWD Holmes. Chairman Schall told the Board and Town that he appreciated being able to sit for the Town. It has been a pleasure working with the employees.

c) Approval of Minutes (February 16 and February 22, 2016): Selectman LaPierre made a motion to approve the Minutes for the February 16th and February 22, 2016, meeting as presented, seconded by Selectman Oliver, voted unanimously.

d) Sign Manifest: All manifests were signed.

e) Sign Abatements and Exemptions (if necessary): TM Frost stated that the Board would need to make a decision on the Bank of NH abatement soon, as time was running out. She had gotten the file from AC Lutz, but noted that the file is incomplete.

7. Non-Public Session: RSA 91-a:3, II d: On a motion by Chairman Schall, seconded by Selectman LaPierre, the Board voted unanimously by roll call to move into non-public session at 7:13 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 7:27 pm. Schall – Aye, LaPierre – Aye, Oliver - Aye.

8. Adjournment: The meeting was adjourned at 7:27 PM.

REVIEWED AND APPROVED:

Jeff Schall

Grace LaPierre

Terry Oliver