

**MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
MONDAY, DECEMBER 1, 2014, 5:00 PM
GORHAM TOWN HALL**

Gorham Selectmen present: Jeff Schall, Grace LaPierre, Terry Oliver
Also present: Robin Frost, Town Manager; Denise Vallee, Finance Director

1. Call to Order: The meeting was called to order at 5:00 pm by Chairman Schall.

2. Appointments:

3. New Business

a) 2014 Ratio Study: TM Frost presented the Board with the Ratio Study that the State looks at to determine the equalization rate. Based on this spreadsheet, the EQ rate will be going down from 95 to 91. Final determination will come from the State. TM Frost explained that part of the reason that the EQ rate has gone down is due to inconsistent value vs. sales amount for manufactured housing. She said that KRT Appraisals is taking a look at revisiting valuation amounts. The main concern for a lower EQ rate is the way it will affect utility rates. **Chairman Schall made a motion to forward the 2014 Ratio Study Summary Report to DRA, seconded by Selectman Oliver, voted unanimously.**

b) Emergency Operations Plan Update Grant: TM Frost presented the Board with an Emergency Operations Plan, stating that it is much like the Mitigation Plan that had been previously prepared. This plan is partially sponsored by a Grant. The total cost for the Plan is \$5,000, with the Grant covering 50% of the costs. The Town's portion of \$2,500 does not need to be a cash match and will be met with time towards the project. **Selectman Oliver made a motion to accept the Emergency Performance Plan Grant agreement terms as presented, seconded by Selectman LaPierre, voted unanimously.**

4. Old Business

a) Street Lights: The Board passed over this item, as TM Frost did not have an update on the status.

b) Great Lakes Hydro Update: TM Frost stated that she had met with Jim Wheeler of the City of Berlin and Brian Fogg of Skip Sansoucy's office. She said that they discussed where we stand and how things should be moved forward, noting that it was a good meeting. TM Frost stated that she has a meeting scheduled for either the 15th or 16th with Mr. Wheeler and Paul Brenton of Great Lakes Hydro, to discuss what GLH is looking for moving forward. TM Frost is hoping to get tax years 2013, 2014, 2015 and 2016 pulled together. The meeting will not include any lawyers. She will report back to the Board with the information that is compiled at the meeting.

c) Public Safety Contracts: TM Frost had previously presented the Board with the spreadsheet outlining the proposed contract amounts and asked the Board if they had any questions with regard to the amounts. The contract amounts for Randolph and Shelburne will be rounded as the County's amount was. The Board will meet with Shelburne and Randolph on Monday, December 8 at 5:00 pm to present the proposed contracts.

d) 2015 Budget Discussion: TM Frost told the Board that she put this item on the Agenda so the Board could discuss the proposed budget, so if they had changes she can go the department head to present the proposed changes. Selectman LaPierre stated that she felt the department heads had done a good job with keeping things lean. Selectman Oliver stated that he would like to discuss the possibility of not hiring an additional officer to replace Lt. Lemoine. Selectman Oliver stated that he is curious if the department could operate as it is and how much the savings would be if it stayed as is. The Board and TM Frost further discussed this option and the promotions that have been included in the current proposed budget. Selectman Oliver stated that he would also like to look at closing down the Cascade Fire Station. Selectman LaPierre said that she is concerned that if the Town purchases a third ambulance, where will it be stored. Selectman Oliver stated that he is not in favor of purchasing a used ambulance, but would rather have the department purchase a new ambulance and keep the one that should have been replaced and use that as the spare third vehicle. The Board agreed that this suggestion would be better suited for the Town. Chairman Schall asked TM Frost if she thought that the Public Works equipment/vehicles, i.e. Holder and garbage truck, needed to be replaced as requested, or if it could be spread out over two years. TM Frost asked FD Vallee if she could add a column to the CRF spreadsheet that shows each item's tax impact. Chairman Schall spoke to the Board about the location of the Rec Department office, noting that something needed to be done with regard to the temporary location. The Board and TM Frost discussed possible alternative locations for those offices.

5. Public Comment: There was none.

6. Other Business

a) Town Manager's Update: TM Frost asked the Board if they were okay with moving the updated Bedbug Ordinance forward. The Board stated that it looked fine and to move forward with the Public Hearing.

TM Frost presented the Board with an email from EMS Director Miller that outlines what/how it plans to utilize the Equipment CRF.

TM Frost presented the Board with a memo from AC Lutz, which outlines a settlement recommendation for KGI Properties on Main Street. She informed the Board the KGI Properties had obtained an appraisal of their property and that Rich Dorsett of KRT Appraisal reviewed it and felt that it is valid. In 2012, the Town had settled abatements for the years 2009, 2010 and 2011. The Board instructed TM Frost to ask Attorney Lynn Sabeau to review this matter and give the Town her opinion.

TM Frost informed the Board that another notice had been received with regard to the three Munce's properties on Main Street. A second foreclosure auction will take place on January 15, 2015 at 12:00 pm.

TM Frost presented the Board with the a copy of the NH Supreme Court decision on the Portland Pipeline, noting that the Town lost and the BTLA decision was affirmed. Payment of the abatements will be taken out of some of this year's overlay account and some of next year's account. She will update the Board on impact to the Town's funds.

TM Frost said that she received a letter/memo from Rueben Rajala as well a picture of the sidewalks on Exchange Street. Mr. Rajala expressed his concern over the condition of the brick pavers in the sidewalks stating that it was a tripping hazard. The Board took the matter under advisement.

TM Frost informed the Board that the Town had received its workers' compensation insurance package from Primex, which includes a cap program. The cap increase will be set at 10% for the years 2016 and 2017. Primex is the insurance company that the Town has been using for several years. **Selectman Schall made a motion to hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Workers' Compensation Contribution Assurance Property (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Workers' Compensation Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex, seconded by Selectman Oliver, voted unanimously.**

TM Frost stated that the tax collector's office had received a letter from Nathaniel Kibby. Mr. Kibby asked if he could pay his taxes with a credit card. He also requested that his assessment value be looked at, stating that his water and sewer had been shut off as well as electricity. He also noted that officers had damaged his home during the search. The Board and TM Frost discussed this matter further and agreed that at this time there is nothing the Town can do to assist Mr. Kibby because his home cannot be accessed at this time to reassess the property.

b) Selectmen's Update: There were no updates.

c) Approval of Minutes (November 17, 2014 and November 24, 2014): Selectman LaPierre made a motion to approve the Minutes of the November 17 and November 24, 2014 meetings as presented, seconded by Selectman Oliver, voted unanimously.

d) Sign Manifest: All manifests were signed.

e) Sign Abatements and Exemptions (if necessary): None were presented.

7. Non-Public Session: RSA 91-a:3, II a: On a motion by Chairman Schall, seconded by Selectman LaPierre, the Board voted unanimously by roll call to move into non-public session at 7:07 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 7:42 pm. Schall – Aye, LaPierre – Aye, Oliver – Aye.

8. Adjournment: The meeting was adjourned at 7:43 PM.

REVIEWED AND APPROVED:

Jeff Schall

Grace LaPierre

Terry Oliver