

**MINUTES OF SELECTMEN'S MEETING  
TOWN OF GORHAM  
MONDAY, MAY 20, 2013, 6:00 PM  
GORHAM TOWN HALL**

Gorham Selectmen present: Bill Jackson, Paul Robitaille, Jeff Schall

Also present: Robin L. Frost, Town Manager; Henry Sanschagrín, Jen Lemoine, Gorham Police Department; PJ Cyr, Gorham Police Department; Bob Langlands, Dennis Wade, Oscar Gauthier; Deb Thornblad, Berlin Daily Sun

**1. Call to Order:** The meeting was called to order at 6:00 by Selectman Robitaille.

**2. Appointments:**

**a) Henry Sanschagrín – ATV Update:** Mr. Sanschagrín presented the Board and TM Frost with an updated mapping system for the proposed ATV trail system within the Town of Gorham. Mr. Sanschagrín went on to note that the trail to the Town & Country Motor Inn, located on Map 2A, had changed in that the US Forest Service as well as an abutting property would not give them an 85' right of way. However, Mr. Sanschagrín stated that the Town & Country Motor Inn has given them permission to use their land to allow access to the parking lot. Mr. Sanschagrín informed the Board that the State's HB574 for widening the pass through of the gates on the State's trails has passed. Discussion took place regarding the State's HB383 which revolves around the laws and age limitations for operating an OHRV on any public roadways. Mr. Sanschagrín went on to tell the Board that the State is looking for the Town's support regarding the proposed trail system within the Town and operating of ORHVs on Town/State roadways. Pursuant to an email that TM Frost received and based on what Mr. Sanschagrín stated, Chris Gamache of the NH Bureau of Trails is looking for the support of the Town before he brings the proposed trail system to NHDOT and the State Police for their review and approval. Selectman Jackson questioned and expressed concern about putting the cart before the horse in that why Mr. Gamache would be looking for the support from the Town if he still needs to bring it before NHDOT and the State Police. Mr. Sanschagrín informed the Board that Mr. Gamache wants to make sure that the Town is in support of the project before going forward. Mr. Sanschagrín went on to inform the Board that the Trail Bureau is looking to open the proposed trail system by June 15. Further discussion took place, and it was agreed that a public hearing would be set up.

**b) Lt. Jenifer Lemoine – Public Safety Repeater Update:** Chief PJ Cyr presented the Board and TM Frost the information regarding the Repeater because Lt. Lemoine was going to be late for the meeting. Chief Cyr presented the Board and TM Frost with a photo of what the proposed building will look like when built, as well as the cost for the construction and set-up/moving of equipment. Chief Cyr went on to say he expects the build to cost approximately \$8,096.45. Chief Cyr went on to state that he would expect the Towns of Randolph and Shelburne to participate with "cost sharing", noting that he expected the Town of Gorham to pay ½ and Shelburne and Randolph to pay ¼ respectively. Further discussion took place regarding the construction process. Chief Cyr went on to inform the Board that both he and Brian Lamarre would be doing the construction work themselves for the actual building. Selectman Schall asked Chief Cyr what about an ice shield for the transmission line. Chief Cyr said that the price he spoke of did not include the ice bridge, and went on to state that he would like to have a contingency added to the \$8,096.45. Further discussion took place regarding environmental control for the building. Chief Cyr told the Board that the entire system would be hooked up to Verizon's back-up generator system. The Board and Chief Cyr further discussed the idea of the Towns of Shelburne and Randolph being okay with the cost share portion they will be asked to pay. Chief Cyr told the Board that he had previously spoken with Jo Carpenter and that she felt the Town of Shelburne would be okay with \$2,000 to \$3,000, and went on to say that while he had not spoken directly with the Town of Randolph,

they have always paid their portion of the dispatch agreement without any question. **Selectman Schall made a motion to accept and agree to the build at the listed price plus a 10% contingency, seconded by Selectman Jackson, voted unanimously.**

At this time, both Chief Cyr and Lt. Lemoine spoke to the Board about the impact of losing the seventh police officer position. Chief Cyr informed the Board that the department has gone through four hiring processes and has finally found a suitable candidate for the position. Chief Cyr stated that the department's officers have been okay with running the department short because they could see the light at the end of the tunnel knowing that the position would be filled. Chief Cyr and Lt. Lemoine went on to tell the Board that while the department has been running with a six person crew as well as part-time help, they felt that prolonged running of the department with the shortage will result in less double coverage time. Further discussion took place regarding the department and the seventh position with the Board, Chief Cyr and Lt. Lemoine noting that continuing with the shortfall can result in poor work product and low morale. Chief Cyr informed the Board that he did have an applicant that he would be hiring so long as he is given the okay to do so. Further discussion took place regarding this position; the Board decided unanimously that they felt the position did in fact need to be filled. State Trooper Dennis Wade also spoke to the Board on behalf of the department, stating that he has lived in this Town for 14 years and feels that it is a great Town with a great Police Department. Trooper Wade also expressed his concern about the previous possibility of not filling the position, stating that if an officer decided to leave while the department was at just six officers, then it would really leave the department short. Further discussion took place regarding the importance of this position and Trooper Wade felt that it was great that the Board also sees the importance in this position. Chief Cyr thanked the Board and TM Frost and left to contact the new candidate.

### **3. New Business:**

**a) 443 Main Street (Former Munce Property) – Tax Financing Agreement:** TM Frost presented the Board with a proposal that she received from representatives of 443 Main Street of what the plans for opening, along with stages of construction, as well as a Tax Increment Finance (TIF) proposal. The Board and TM Frost discussed TIF agreements and their intent in so far as giving incentive to businesses to come to Town. TM Frost went on to inform the Board that she needed to research TIFs in general. Further discussion took place regarding the TIF proposal that was received by 443 Main Street. The concerns of the Board and TM Frost included setting precedence for other businesses, old and new, and whether or not it actually constitutes an actual TIF agreement. TM Frost informed the Board that she felt that it was not an actual TIF in New Hampshire, but is in Massachusetts. Selectman Jackson felt that it was too nebulous.

### **4. Old Business**

**a) Building Permit Fees:** TM Frost informed the Board that she had a visit from a resident who was outraged at the cost of a building permit, and wanted to know why it was so much. Further discussion took place regarding why there are building permit fees, and how those fees cover the expenses for the Town's Code Enforcement Officer. Selectman Robitaille is concerned because the Planning Board is seeing more and more work being done without permits and feels it is due to the fees. Selectman Schall suggested that maybe the fees get capped at a certain dollar amount. Selectman Jackson stated that he feels that there needs to be written documentation that clarifies the miscellaneous fees. Selectman Jackson also asked if the home inspections had been reversed by the Board and whether or not a vote had been taken to not do home inspections. After further discussion of the building permit fees, the Board decided to leave the fee schedule as it is and update the descriptions of the fees.

**b) Part-time Cemetery Position:** The Board and TM Frost spoke about the necessity of this position and whether or not it was cost effective. TM Frost indicated to the Board that the summer part-time position was paid at a lower hourly wage than that of a full time employee. After further discussion, the Board and TM Frost decided that it would be beneficial and cost effective to allow for the part-time position to be filled.

**5. Public Comment:** Oscar Gauthier spoke to the Board regarding hot tub noise from his next door neighbor. Mr. Gauthier went on to say that he has spoken with the Police Department in the past regarding this issue and for some time the noise level diminished once the neighbors had the tub serviced. However, Mr. Gauthier is concerned because the noise level seems to be back at the same level it was previously. Mr. Gauthier had spoken with Lt. Lemoine regarding this issue recently. Lt. Lemoine apologized to Mr. Gauthier and told him that she did not realize the conversation was anything more than a casual chat. Further discussion took place, and both Chief Cyr and Lt. Lemoine assured the Board and Mr. Gauthier that they were not turning a blind eye. Chief Cyr informed Mr. Gauthier that Officer Santos will be contacting him soon, as it is not being disputed that the tub is too load and needs to be corrected.

## **6. Other Business:**

**a) Town Manager's Update:** TM Frost informed the Board that she had pretty much covered the issues that she had to bring before the Board. However, TM Frost did interject that Chief Cyr had given her the thumbs up that he was able to speak to the candidate for the open officer position to be filled and that it was a go.

**b) Selectmen's Updates:** Selectman Jackson informed TM Frost that he had been reviewing the manifests and wondered why KRT was paid \$4,446. TM Frost informed Selectman Jackson that it was for services performed with regard to recent building permits and abatements. Selectman Jackson also noted that \$1,260 had been posted to the reval line; TM Frost informed Selectman Jackson that she was not sure what that was for and would check into it. Selectman Jackson also asked TM Frost if she was able to get information on the multimodal route yet. TM Frost informed him that she would check into it. Selectman Jackson reiterated that he was trying to pull together information by the end of the month for Gorham Land Co., but was still missing some chronological detail.

Selectman Schall informed the Board and TM Frost that Evergreen Drive had a culvert that runs over it that did not settle down after spring thaw. After further discussion, it was agreed to ask PW Director Holmes take a look at it to see what could be down for the short term.

**c) Approval of Minutes (May 6, 2013):** TM Frost asked the Board to check the amendments to the April 22 minutes and asked if they had any questions. TM Frost went on to state that if they looked okay if they could sign them, as they had been approved with the noted amendments at the previous meeting. The Board then signed the April 22 Minutes. **Selectman Schall made a motion to approve the Minutes of May 6, seconded by Selectman Jackson, approved unanimously.**

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

**e) Sign Abatements and Exemptions (if necessary):** There were no abatements presented.

**7. Non-Public Session:** There was no need for non-public session

**8. Adjournment:** The meeting was adjourned at 7:47 PM.

**REVIEWED AND APPROVED:**

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**Paul Robitaille**

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**William H. Jackson**

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**Jeff Schall**