

**MINUTES
REGULAR MEETING
THE GORHAM TOWN BOARD
December 11, 2019 7:00pm**

The Gorham Town Board held a Regular Meeting on December 11, 2019 at 7:00 pm at the Gorham Town Hall. Present were; Town Supervisor Fred Lightfoote, Councilmembers; William Glitch, Brian S. Case and Jake Chard. Water/Wastewater Chief Operator Greg Coston, Highway Superintendent Zack Eddinger, Zoning/Building Officer Jim Morse, Assessor Enza Mineo, Billing Clerk Brenda Jones and Town Clerk Darby Perrotte.

Councilmember Richard Malcolm was necessarily absent.

Councilmember William Glitch was necessarily late.

Other guests in attendance; Brett Johnson and Paul Thomas.

1. Call to Order/Pledge to the Flag
2. Privilege of the Floor – none requested
3. Approval of Minutes – 11/13/19 Regular Meeting Minutes

On the motion by Councilmember Chard, seconded by Councilmember Case, the meeting minutes were approved as submitted. Motion carried unanimously. (3-0)

115-2019

4. Audit of Bills -

Abstract #12

A	877-950	\$51,532.21
B	875-949	1,905.54
SL	915,917	683.05
DB	974-946	50,951.19
SS	891-941	1,446.88
SW1	873-937	14,614.60
T/A	47	110.00

On the motion by Councilmember Case, seconded by Councilmember Chard, the bills were approved for payment. Motion carried unanimously. (3-0)

116-2019

5. Reports of Town Officials -

- A. Chief Operator Water/Wastewater Plants – written report on file.
- B. Highway Superintendent – written report on file.
- C. Zoning/Building Officer – written report on file.
- D. Assessor – written report on file.
- E. Town Clerk – written report on file.
- F. Town Supervisor – written report on file.

On the motion by Councilmember Case, seconded by Councilmember Chard, the reports of Town Officials were approved as submitted. Motion carried unanimously. (3-0)

117-2019

6. Business:

a. Employee Holiday Time Off – The Town of Gorham has granted employees one extra day off for the Christmas/New Year’s Holiday in place of the official Columbus Day holiday in October. This day is to be used at the discretion of their immediate supervisor.

On the motion by Supervisor Lightfoote, seconded by Councilmember Chard, to grant employees one extra day off during the Christmas/New Year Holiday. Motion carried unanimously. (3-0)

118-2019

b. Budget Transfers – On the motion by Councilmember Chard, seconded by Councilmember Case, the following budget transfers were approved. Motion carried unanimously. (3-0)

119-2019

SW1 8340.1 transmission/Distribution - Personal Services	SW1 8310.1 Water Admin - Personal Services	1,808.00	Line Transfer to cover overage
SW1 8340.1 transmission/Distribution - Personal Services	SW1 8320.1 Source of Supply - Personal Services	3,521.00	Line Transfer to cover overage
SW1 8340.1 transmission/Distribution - Personal Services	SW1 9060.8 Hospital & Medical Insurance	1,339.00	Line Transfer to cover overage
SW1 8340.2 Transmission/Distribution - Equipment	SW1 8310.2 Water Admin - Equip & Cap Outlay	57,020.00	Line Transfer to cover overage
SW1 8340.4 Transmission/Distribution - Contractual	SW1 8310.2 Water Admin - Equip & Cap Outlay	8,718.00	Line Transfer to cover overage
SS8130.4 Sewage Treatment/Disposal - Contractual	SS8110.1 Sewer Admin - Personal Services	1,428.00	Line Transfer to cover overage

TOWN OF GORHAM
BUDGET TRANSFERS FOR DECEMBER 31, 2019
12/31/2019

FROM	TO	AMOUNT	EXPLANATION
A1990.4 Contingent Account	A1010.1 Town Board - Personal Services	2.00	Line Transfer to cover overage
A1990.4 Contingent Account	A1355.12 Assessment - Personal Services	77.00	Line Transfer to cover overage
A1990.4 Contingent Account	A1410.12 Town Clerk - Deputy	2,229.00	Line Transfer to cover overage
A1990.4 Contingent Account	A1310.1 Bookkeeper	25,903.00	Line Transfer to cover overage
A1990.4 Contingent Account	A1620.1 Building - Personal Services	250.00	Line Transfer to cover overage
A1990.4 Contingent Account	A1670.1 Central Printing & Mailing - Pers Serv	560.00	Line Transfer to cover overage
A1990.4 Contingent Account	A5010.1 Highway Admin - Personal Services	2,630.00	Line Transfer to cover overage
A1930.4 Judgements and Claims - Contractual	A8160.1 Refuse & Garbage - Personal Services	37,161.00	Line Transfer to cover overage
A1990.4 Contingent Account	A8540.1 Drainage - Personal Services	6,443.00	Line Transfer to cover overage
A1990.4 Contingent Account	A9030.8 Social Security	3,275.00	Line Transfer to cover overage
A1990.4 Contingent Account	A9060.8 Hospital & Medical Insurance	24,300.00	Line Transfer to cover overage
A1930.4 Judgements and Claims - Contractual	A1110.4 Town Justice - Contractual	7,141.00	Line Transfer to cover overage
A1990.4 Contingent Account	A1330.4 Tax Collection Contractual	1,733.00	Line Transfer to cover overage
A1990.4 Contingent Account	A1355.4 Assessment - Contractual	863.00	Line Transfer to cover overage
A1930.4 Judgements and Claims - Contractual	A1440.4 Engineer - Contractual	5,082.00	Line Transfer to cover overage
A1990.4 Contingent Account	A1670.4 Central Printing & Mailing - Contractual	578.00	Line Transfer to cover overage
A1620.4 Buildings - Contractual	A1910.4 Unallocated Insurance	1,186.00	Line Transfer to cover overage
A1620.4 Buildings - Contractual	A7110.4 Parks - Contractual	9,912.00	Line Transfer to cover overage
A1620.4 Buildings - Contractual	A8090.4 Environmental Control - Contractual	9,711.00	Line Transfer to cover overage

A1930.4 Judgements and Claims - Contractual	A8160.4 Refuse & Garbage - Contractual	7,712.00	Line Transfer to cover overage
A1930.4 Judgements and Claims - Contractual	A8510.4 Shade Trees - Contractual	2,580.00	Line Transfer to cover overage
A1930.4 Judgements and Claims - Contractual	A8540.2 Drainage - Equipment	12,089.00	Line Transfer to cover overage
A1320.4 Auditor - Contractual	A8540.4 Drainage - Contractual	10,000.00	Line Transfer to cover overage
A1355.2 Assessor - Equipment	A8540.4 Drainage - Contractual	10,000.00	Line Transfer to cover overage
A1670.2 Central Printing - Equipment	A8540.4 Drainage - Contractual	10,000.00	Line Transfer to cover overage
A3310.4 Traffic Control - Contractual	A8540.4 Drainage - Contractual	13,000.00	Line Transfer to cover overage
A8160.2 Refuse & Garbage - Contractual	A8540.4 Drainage - Contractual	12,731.00	Line Transfer to cover overage

B8020.4 Planning - Contractual	B3620.1 Safety Inspector - Personal Services	4,713.00	Line Transfer to cover overage
B8020.4 Planning - Contractual	B8010.1 Zoning - Personal Services	4,796.00	Line Transfer to cover overage
B8020.4 Planning - Contractual	B8020.1 Planning - Personal Services	4,796.00	Line Transfer to cover overage
B8020.4 Planning - Contractual	B9030.8 Social Security	750.00	Line Transfer to cover overage
B8020.4 Planning - Contractual	B8010.2 Zoning - Equipment	88.00	Line Transfer to cover overage
B599 Appropriated Fund Balance	B8010.4 Zoning - Contractual	4,480.00	Line Transfer to cover overage
B8020.4 Planning - Contractual	B8020.2 Planning - Equipment	88.00	Line Transfer to cover overage

DB5110.1 General Repairs - Personal Services	DB5142.1 Snow Removal - Personal Services	259.00	Line Transfer to cover overage
DB5110.1 General Repairs - Personal Services	DB5130.2 Machinery - Equipment	21,211.00	Line Transfer to cover overage
DB5110.4 General Repairs - Contractual	DB5130.2 Machinery - Equipment	19,000.00	Line Transfer to cover overage
DB2665 - Sale of Equipment	DB5130.2 Machinery - Equipment	20,557.00	Line Transfer to cover overage
DB2665 - Sale of Equipment	DB5130.4 Machinery - Contractual	45,823.00	Line Transfer to cover overage
DB599 - Appropriated Fund Balance	DB5130.4 Machinery - Contractual	45,107.00	Line Transfer to cover overage
DB5110.1 General Repairs - Personal Services	DB9060.8 Hospital & Medical Insurance	4,030.00	Line Transfer to cover overage

c. Year End Budget Transfers – On the motion by Councilmember Case, seconded by Councilmember Chard, to authorize Supervisor Lightfoote to do year end budget transfers. Motion carried unanimously (3-0)

120-2019

d. Appoint Paul Thomas to the Town Planning Board –

Mr. Thomas attended the meeting. He expressed his interest in serving on the Town Planning Board. After a brief discussion, questions and answers pertaining to Mr. Thomas' background, the Town Board unanimously agreed to appoint him as an alternate on the Town Planning Board.

On the motion by Supervisor Lightfoote, seconded by Councilmember Case, to appoint Paul Thomas to the Town Planning Board as an Alternate. Term 12/19 through 2026. Motion carried unanimously. (3-0)

121-2019

7. Executive Session - The Board entered into executive session to discuss a legal matter.

On the motion by Supervisor Lightfoote, seconded by Councilmember Glitch, the Board entered into executive session at 8:15 pm.

On the motion by Councilmember Glitch, seconded by Councilmember Chard, the Board returned to regular session at 8:24 pm. No action was taken in executive session. Both motions carried unanimously. (4-0)

122-2019

8. Correspondences –

a. Arrow of Light Members sent a thank you card to the Board for answering their questions at the November Town Board Meeting they attended.

dear Board members,
Thank you for letting
us attend and ask
questions at the town
meetings from pack 63 a 01 den
Jose Freier
David Perry

...for being
so very
thoughtful!

b. Mr. Steve Mumby, on behalf of the Gorham Historical Society, shared a letter of thanks to the Town Board.

Mr. Mumby said "The Town of Gorham Historical Society would like to, again, express our gratitude for support. Whether financially or any other means. So many other Historical Societies rely heavily on fund raisers to survive. We are truly blessed to have the Town Board support our organization. We would also like to advise you what a joy Ruth Freier is to work with in the Library."

c. Conservation Board Chairman Brett Johnson said it is unfortunate to hold six meetings a year and then lose two of them due to lack of quorum. Chairman Johnson and Councilmember Lynn Klotz would like advice from the Town Board on how to satisfy their quorum problem.

Supervisor Lightfoote said he has a resident that has voiced interest in the Conservation Board, he will reach out to that person.

Chairman Johnson is looking forward to the recycling efforts in vermiculture and household organics that the Town is leaning towards in the future. He is optimistic that the Town is heading in the right direction regarding recycling.

Chairman Johnson shared a report put together by Conservation Board Member Lynn Klotz.

Gorham Conservation Board Report
Prepared for Gorham Town Board Meeting
Wednesday 12/11/19

I Pilot Aeration Program, Phase 1

Goal: to aerate fairly compacted residential lawns with proximity to the lake, with hopes of increasing water absorption and reducing run-off

Saturday, October 26th

- Brett Johnson, Lynn Klotz, Brian Case (2 teen volunteers, Destiny & Jenna), Meg Brewin
- Aerated 5 plots on 3 properties in Crystal Beach/Cottage City neighborhood
 - Lake Drive near Clover Road resident (6' x 12')
 - Crystal Beach Betterment Association corner lot (16' x 37')
 - Lake Drive near end of Cottage City (5' x 11', 8' x 15', 14' x 29')
- Observed fair mix of grass, clover, creeping Charlie
- Took pictures of each plot (wide angle and close-up) with GPS enabled

Phase 2

- In Spring 2020, examine the plots and compare with un-aerated sections
- Determine if over-seeding with different cover crops is an option (conversation with property owners and with direction from Meg)

Approved to spend \$800

3 yard signs = \$86 (estimated \$106)

Aerator rental = \$130 (Admar)

Gas for aerator = donated

Available balance = \$584

II Conservation Board Meetings

- 12/4 Present: Brett, Keith Eddinger, Lynn, Darby, Fred (Meg & Brian called noting their absence)
- Not enough for quorum, discussed projects, moving forward with active board members, writing article for Newsletter
- 2020 meetings, Wednesdays: 2/5, 4/1, 6/3, 8/5, 10/7, 12/2

LK 12/11/19

10. Set Next Meeting Date – January 8, 2020 Regular and Organizational Meeting 7:00 pm

Meeting will be held at the Gorham Town Hall.

9. Privilege of the Floor – Councilmember Glitch asked about the brush pile at the Transfer Station. Also about the plans to charge the residents that are dumping large loads of construction debris and brush pile debris. Councilmember Glitch suggested charging a higher fee for dumping large loads. He said new fees should be discussed and implemented at the Organizational Meeting in January.

10. Adjournment - with no further business, on the motion by Supervisor Lightfoote, seconded by Councilmember Glitch, the meeting was adjourned at 8:25pm. Motion carried unanimously. (4-0)

123-2019

Respectfully Submitted,

Darby L. Perrotte
Town Clerk

