



Board of Selectmen - Public

Minutes

Monday, March 23, 2026 at 6:00 pm

Gorham Town Hall, Public Meeting Room, 2nd Floor

1. Public Session Call to Order 6:00 PM

Minutes:

Chairman LeBlanc called the public session to order at 6:00 pm.

Board of Selectmen Public Hearing & Meeting

2. New Business

Minutes:

Presentation from NH Business and Economic Affairs:

Peter Gagnon advised that the Town recently received a Housing Opportunity Grant, and there was an opportunity to also apply for a Housing Champion designation.

Gagnon advised that the Planning Board, Zoning Board, Planning Consultant Tara Bamford, and North Country Council documented the things they have been working on and submitted them to BEA, and were able to achieve this award.

Representatives from BEA were in attendance, and congratulated the Town of Gorham for being the first Coos County Housing Champion. There are now a total of 28 Housing Champion communities. Andrew Dorsett, the Director of Housing at BEA, reviewed what is being done for housing at BEA for the current housing crisis. Lee Ann Moynihan discussed some of the incentives available to the community as a Housing Champion. Heather Shank, BEA Director of Planning and Community Development, congratulated the Town and acknowledged the work communities are doing. Liz Emerson, North Country Council, thanked the Town for updating regulations to allow for more housing opportunities. Senator Rochefort congratulated the Town on the award and shared his enthusiasm for a Coos County community receiving the designation, and stated that he is available to discuss any other assistance needed. Councilor Joseph Kenney also congratulated the Town, and noted the importance of balanced zoning regulations.

Chairwoman LeBlanc welcomed the newest member of the Selectboard, Dr. Richard Kardell

a. Transfer Station Permit Review (John Bijeau & Joe Ramsey)

Minutes:

Peter Gagnon advised that he has spoken with the Director and Foreman at

DPW about issues with transfer station permits. John Bijeau advised they have been talking with Cindy Cole about new tags for the transfer station permits, which will be specific to each vehicle with the year and license plate number. This will prevent people sharing the stickers that are currently issued. The cost to order 5,000 of the new tags would be \$4,050. When asked how many stickers have been issued, Bijeau advised that he did not have that number, but that the stickers would expire this coming July. Bijeau advised that smaller sizes of the tags are available, however Vice Chairman Gargano pointed out that they would be difficult to see. Selectman Kardell asked if there was a penalty for those that use the facility without a sticker, and Bijeau advised there is no penalty, however people are advised they will need to purchase one before being allowed to come back. Joe Ramsey advised that they would like to sell the tags annually, and suggested that they begin selling them every year on January 1. Bijeau suggested that they raise the price for the tag to \$20-\$25. It was noted that there are fees that the Town incurs for the disposal of refrigerators, air conditioners, and tires.

Adam White noted that he pays a tire disposal fee with his registration every year, so there is money to cover that already. Mr. White was asked to wait for public comments before speaking. Mary White asked what information would be asked for on the application for the permit, as some residents of Shelburne have PO Boxes in Gorham, and Bijeau advised it would be a physical address. Bijeau also replied to Mr. White's comment, stating that you are only paying 25 cents per tire on the registration, and it costs the Town more than that to dispose of them. Mr. White advised it was \$6 per registration. Peter Gagnon advised that they are also looking to upgrade the two tires allowed per year to four tires.

Donna Godin asked if each vehicle owned by a resident would be required to have a tag, or if they would allow the address in place of the license plate number so that residents could use different vehicles. If a license plate number were to change, the permit could be updated.

Mary White asked if there would be a permit number on the tag, and Bijeau advised that the tags are numbered. Ms. White noted that the tags are not currently entered into the computer, just kept as paper copies, and suggested that a spreadsheet be kept for reference. Ms. White also noted that residents may be bringing garbage from a location outside of Town, and Bijeau noted that this is hard to enforce. A member of the public asked if it would be helpful to have enforcement for those who do not have tags, and Bijeau advised this is difficult to do. Selectman Gargano advised that there would be an additional cost to hire someone to enforce this.

Peter Gagnon advised that the Tax Collector would sell the tags, and Bijeau suggested that they be sold at the Public Works office as well. Chairwoman LeBlanc noted that this new system will help to cover some of the costs, and Bijeau advised that the price of steel has gone down and no longer covers the cost of disposal. Chairwoman LeBlanc suggested that an additional fee be charged for items such as refrigerators. Bijeau will provide a list of costs for disposal to the Board, so that they can make a decision on what fees will be charged.

Bijeau advised that there are several items that must go directly to AVRRDD in

Berlin, such as computers and stereos. Bijeau discussed staffing at the department, noting that they have to police what is in the container to be sure nothing is included that is not supposed to be there. A member of the public asked if volunteers could be used to help enforce the tag requirement. The Board noted that this would be a liability concern, and John Bijeau advised that those working at DPW must be certified, which would cost money to do. Adam White suggested that the Town charge more than just the cost of disposal for items.

b. Tax Abatements (Michelle Lutz)

Minutes:

Michelle Lutz explained the Inventory of Taxable Property to be signed by the Chair for the Town of Shelburne. It is an inventory form to certify that the Town of Gorham owns property in the Town of Shelburne, and stating whether anything has been built or demolished on it. Peter Gagnon advised that this land is behind the Town and Country Inn. Lutz advised the land is in current use, so there are no structures on it. The form was signed by Chairwoman LeBlanc.

Lutz presented the tax abatements.

An abatement application was received from Rachel Tradewell. The property was listed in good condition, but after an inspection they found it should be listed as average. Also, the garage listed on the card is only a shed. This would result in a reduction in value of \$81,520. The refund would be \$1,911.64, with \$16.55 interest, for a total of \$1,928.19.

A motion was made by Selectman Gargano to approve the abatement for Rachel Tradewell in the amount of \$1,928.19 with interest. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

An abatement was received from Rita Hoffman. The property was listed in fair condition; however, it is recommended that it be changed to poor. This will reduce the value by \$3,630, which would equate to a refund of \$85.12, with interest of \$0.76, for a total of \$85.89.

A motion was made by Vice Chairman Gargano to approve the abatement for Rita Hoffman, in the amount of \$85.89 with interest. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

An abatement application was received from Dennis Tupick for a parcel of land. It was listed on the application as 100 +/- acres, and the tax maps reflect 112 +/- . The applicant felt the value should be \$45,000, and the current assessed value is \$156,700. The only comp provided by the taxpayers representative was for a landlocked parcel 139 miles away. Based on review, the assessor is recommending the Board deny the abatement. Selectman Kardell asked if this property was landlocked, and Lutz advised there is a deeded right of way. A motion was made by Vice-Chairman Gargano to deny the abatement for

Dennis Tupick. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc:
Aye

The motion carried (3-0-0).

An abatement application was received from Suzanne Tremblay, for property on Loups Garou Road. There are limits within the deed that state the lot cannot be subdivided. The lot is 7.5 acres and has 50 feet of frontage on Jimtown Road. The assessor is recommending that they reduce the value by \$9,540. The taxes have not been paid, so a credit will be applied to the account in the amount of \$223.71.

A motion was made by Selectman Kardell to approve the abatement for Suzanne Tremblay, with a credit of \$223.71. Seconded by Vice Chairman Gargano.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc:
Aye

The motion carried (3-0-0).

An abatement was received from Joseph Caloger. The property was listed in good condition; however, it is recommended that it be changed to average. This will reduce the value by \$88,900, which would equate to a refund of \$2,084.71, with interest of \$18.05, for a total of \$2,102.75.

A motion was made by Vice Chairman Gargano to approve the abatement for Joseph Caloger, in the amount of \$2,102.75 with interest. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc:
Aye

The motion carried (3-0-0).

An abatement was received from Richard McClure and Sarah Blais. The property condition is fair to poor, needing siding, roofing, and interior work. The home was listed as average. The condition of the detached garage was also reduced. This will reduce the value by \$28,490, which would equate to a refund of \$668.09, with interest of \$4.98, for a total of \$673.07.

A motion was made by Selectman Kardell to approve the abatement for Richard McClure and Sarah Blais, in the amount of \$673.07 with interest. Seconded by Vice Chairman Gargano.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc:
Aye

The motion carried (3-0-0).

An abatement was received from Tiffany Kenison. The overall property condition is fair to poor, and the sketch was modified as the structure was not all 1 1/4 stories. This will reduce the value by \$23,000, which would equate to a refund of \$539.35, with interest of \$4.67, for a total of \$544.02.

A motion was made by Vice Chairman Gargano to approve the abatement for Tiffany Kenison, in the amount of \$544.02 with interest. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc:
Aye

The motion carried (3-0-0).

A system abatement was presented for Coos County Family Health. They had

applied to be considered tax exempt, but had been listed as commercial. This will equate to an abatement of \$19,648.72, with no change to value. A motion was made by Vice Chairman Gargano to approve the system abatement for Coos County Family Health Services in the amount of \$19,648.72. Seconded by Selectman Kardell.
Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye
The motion carried (3-0-0).

c. Tax Deed Redemptions

Minutes:

Peter Gagnon advised that they had several tax deed redemptions for the Couture properties. On the first one, 230-232 Main Street, Mr. Couture paid all back taxes, fees, penalties and interest. The Town has received the money. A motion was made by Vice Chairman Gargano to approve the tax deed redemption and sign the deed for the property at 230-232 Main Street. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye
The motion carried (3-0-0).

Gagnon advised the second property is 37 Jimtown Road, for which all back taxes, fees and interest were paid. There were some legal negotiations for penalties, which have been resolved. However, until that is finalized, they will hold off on the Ray Street properties.

A motion was made by Selectman Kardell to approve the tax deed redemption and sign the deed for the property at 37 Jimtown Road. Seconded by Vice-Chairman Gargano.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye
The motion carried (3-0-0).

The third property is 30 Heath Road, and Gagnon advised it is the same situation.

A motion was made by Selectman Kardell to approve the tax deed redemption and sign the deed for the property at 30 Heath Road. Seconded by Vice-Chairman Gargano.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye
The motion carried (3-0-0).

Gagnon advised the last property tonight is at 50 Heath Road.

A motion was made by Vice Chairman Gargano to approve the tax deed redemption and sign the deed for the property at 50 Heath Road. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye
The motion carried (3-0-0).

Gagnon advised that he would notarize all of the deeds. Gagnon advised that they should be able to redeem the Ray Street properties at the April Selectboard meeting.

d. Cemetery Deed Review

Minutes:

Peter Gagnon provided the Board with a cemetery deed for Kenneth and Cheryl Sanders in the amount of \$400 for the Mt. Hayes Cemetery.

A motion was made by Vice Chairman Gargano to approve the cemetery deed for Kenneth and Cheryl Sanders for the Mt. Hayes Cemetery. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

e. Board Nominations and Appointments

Minutes:

Peter Gagnon advised that Steve Roy's term expired on the Zoning Board of Adjustment and he would like to continue to serve.

A motion was made by Vice Chairman Gargano to approve the nomination for a one-year term on the Zoning Board of Adjustment for Steve Roy. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

A member of the public asked if this position was supposed to be on the ballot, and was advised that his term is being renewed. Michelle Lutz advised that there are still open positions on the Board for anyone who is interested. The member of the public suggested that these positions be advertised publicly, for others in the community who might be interested. Michelle Lutz advised that ZBA openings have been advertised in the paper, and listed on the website.

Peter Gagnon presented the Oath of Office for Susan Valliere for Town Clerk for a 3- year term.

A motion was made by Vice Chairman Gargano to approve the Oath of Office for a three-year term as Town Clerk for Susan Valliere as presented. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

Peter Gagnon presented the Oath of Office for Karen Willhoite for an at-will Library Trustee position.

A motion was made by Selectman Kardell to approve the nomination of Karen Willhoite as an at-will Library Trustee as presented. Seconded by Vice Chairman Gargano.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

Peter Gagnon presented the Oath of Office for Carol Allen as a Supervisor of the Checklist for a 3-year term.

A motion was made by Vice Chairman Gargano to approve the Oath of Office for a three-year term as Supervisor of the Checklist for Carol Allen as presented. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chainvoman LeBlanc: Aye

The motion carried (3-0-0).

Peter Gagnon presented the Oath of Office for Lee Carroll for a three-year term on the Water and Sewer Commission.

A motion was made by Vice Chairman Gargano to approve the Oath of Office for a three-year term as Water and Sewer Commissioner for Lee Carroll as presented. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

Peter Gagnon presented an Oath of Office for Scott Newton as Trustee of Trust funds for a three-year term.

A motion was made by Vice Chairman Gargano to approve the Oath of Office for a three-year term as Trustee of Trust Funds for Scott Newton as presented. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

Peter Gagnon presented an Oath of Office for Kristen Zagdangross for a three-year term as Library Trustee.

A motion was made by Selectman Kardell to approve the Oath of Office for a three-year term as Library Trustee for Kristen Zagdandross as presented. Seconded by Vice Chairman Gargano.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

The Oaths of Office were signed by Selectboard members.

Board appointments were discussed, starting with AVRRDD. Currently Michael Waddell and Yves Zornio are primary and secondary for that.

A motion was made by Vice Chairman Gargano to approve Michael Waddell and Yves Zornio to serve on the AVRRDD Board. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

A motion was made by Vice Chairman Gargano to approve Robert Gargano to serve as the Planning Board representative. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chaiiyoman LeBlanc: Aye
The motion carried (3-0-0).

Peter Gagnon asked if there was an alternate for the Planning Board, and Paul Robitaille advised that the Planning Board appoints their own alternates.

Michael Waddell was recently appointed by the Planning Board as an alternate.

A member of the public asked if they knew which law this fell under, and Paul Robitaille advised of the RSA he believed it was. Robitaille advised that a Selectboard member serves as an ex-officio member. Robitaille advised that Erik Rider should have had to run for an open position this year on the ballot, as he was appointed to fill-in last year, however there was a mistake on the ballot

and this was not included. Mr. Rider has been appointed to another one-year term and will have to run at the next Town election. Gagnon advised they are looking to appoint an alternate if Robert Gargano cannot attend.

A motion was made by Vice Chairman Gargano to approve Richard Kardell as the alternate Planning Board ex-officio member. Seconded by Chairwoman LeBlanc.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

A motion was made by Vice Chairman Gargano to approve Robert Gargano as the Selectboard representative for the Budget Committee. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

Chairwoman LeBlanc advised that she would serve as the alternate.

Peter Gagnon advised that Paul Robitaille serves on North Country Council Transportation Advisory Committee, and he (Gagnon) serves as the alternate.

A motion was made by Vice Chairman Gargano to approve Paul Robitaille to the NCC Transportation Advisory Committee and Peter Gagnon as the alternate. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

Peter Gagnon advised that the Forest Management Committee recently lost a member, Glenn Eastman. The Forest Commission has five members, the Water and Sewer Representative is Theodore Miller with a term expiring in 2028. Lee Carroll also serves with a term ending in 2028. Brian Ruel, a Conservation Commission representative, has a term ending in 2027. Steve Malespini, for the Conservation Commission, has a term that ends in 2027. Michael Waddell, with a term expiring in 2029.

A motion was made by Vice Chairman Gargano to re-affirm the appointments to the Forest Committee as presented. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye

The motion carried (3-0-0).

3. Old Business/Updates

a. Updates

Minutes:

Peter Gagnon presented a budget update for expenditures and revenues. The expected percent of the budget to be used by 2/28/2026 is 16.67%, and so far they have only used 14.14%, which is below expected. If they continued at this pace, they would end the year with a surplus of \$126,635.00.

They have put out an RFP for heating fuel, and Peter Gagnon advised he has spoken with a new vendor in the area. Gagnon noted that the price of #2 fuel oil is dynamic.

Gagnon advised that many of the revenues come in at different times of the year, such as meals and rooms tax.

Selectman Kardell asked about the ambulance revenues, noting that they only did 19 transfers this year and turned down 287 transfers. Kardell asked how much they make on transfers, if this is a revenue source, and if they could staff these. This would be a question for Chief Cloutier. The Board discussed the changes in insurance billing and the Town's ability to bill patients.

Selectman Kardell asked about the Temporary Assignment pay in the budget, and was advised it is for when someone fills in for a position for an extended period of time. This is also to cover the cost of Town Manager, Police Chief, and Finance Director positions if they need to be filled temporarily.

Peter Gagnon advised they are in the process of finalizing the permits for the dredging of the Peabody River. There are two property owners that have to sign off on DES permits and temporary construction easements.

Gagnon advised they are also moving ahead on the Wayfinding project, for signage around Town. There will be a Public Hearing in May at the Medallion Opera House, at which contractors will provide designs and get feedback from the community.

Gagnon advised there will also be a Public Hearing on the Main Street ideas next month. They are working through the pedestrian improvement plan.

b. Other Business

Minutes:

Peter Gagnon advised that they held interviews for the Town Manager position, and two board members were on the committee. The Selectboard requested to discuss this in non-public session at the next meeting.

Gagnon advised the Board received an invitation to the WMCC graduation on May 15th at 4:00 pm. Chairwoman Leblanc and Vice-Chairman Gargano advised that they would attend.

Gagnon advised that the Androscoggin Valley Chamber Dinner will be held on Friday, April 17 from 5:00-9:00 pm. Chairwoman Leblanc and Vice-Chairman Gargano advised that they would attend. Selectman Kardell will check his schedule. Vice-Chairman Gargano extended an invitation to the Planning Board Chair as well. Chairwoman LeBlanc suggested the Police Chief and his wife should be invited as well.

4. Public Comment

Minutes:

Adam and Mary White spoke with concerns about the new Town website, on which much of the information is incorrect, and there is no search button. Chairwoman LeBlanc advised they are still working on the website. Peter Gagnon advised that this new website was several thousand dollars less than the one they used to have. Mary White will send any concerns and corrections needed to Bronson Paradis. Chairman LeBlanc advised they do not have a full-time employee to work on the website. Paul Robitaille noted the amount of effort and work that went into the Housing Champion award. Robitaille recognized the Town Manager, Michelle Lutz, Megan Simons, and the leadership from Tara Bamford, along with himself, for the

accomplishment. A member of the public asked why the award was important, and Robitaille reviewed the steps they have taken over the years to encourage housing in the downtown area. Gagnon advised that the Town will get additional points on applications for grants with this designation. Michelle Lutz noted that Megan did a lot of the research work for the award.

5. Review and Approve Meeting Minutes

March 9, 2026

Minutes:

A motion was made by Vice Chairwoman LeBlanc to approve the public and non-public minutes of March 9, 2026, as presented. Seconded by Selectman Gargano.

Selectman Kardell: Abstain Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye
The motion carried (2-0-1).

6. Town Manager Report

Minutes:

Peter Gagnon noted that the Department of Defense presented an award to Chief Willhoite for his support of service members on deployment.

Gagnon advised that DPW did a nice job on the last snowstorm

7. Adjournment

Minutes:

A motion was made by Vice Chairman Gargano to adjourn the meeting. Seconded by Selectman Kardell.

Selectman Kardell: Aye Vice-Chairman Gargano: Aye Chairwoman LeBlanc: Aye
The motion carried (3-0-0).

The meeting was adjourned at 8:05 pm.

Respectfully submitted, Shelli Fortin