

REPORT OF THE  
GORHAM TOWN COUNCIL  
REGULAR MEETING  
Burleigh Loveitt Council Chambers  
February 1, 2022

Chairman Pratt opened the meeting. There were 5 members of the public in attendance.

Roll Call: Chairman Pratt, Councilors Shepard, Phillips, Wilder Cross, Hartwell, Hager and Kuech. Also in attendance was Town Manager Ephrem Paraschak and Town Clerk Laurie Nordfors.

Moved by Councilor Shepard, seconded by Councilor Phillips and VOTED to accept the minutes of the January 4, 2022 Regular Town Council Meeting and the January 18, 2022 Special Town Council Meeting. **7 yeas**

#### **Open Public Communications**

Ted Adams, South Street, communicated his concerns on the closing of the Gorham Country Club and urged the Town to consider purchasing the land to help preserve the green space.

#### **Councilor Communications**

Councilor Hager reported that the Finance Committee met on January 24, 2022. Richard Ranaghan discussed the Town's debt-to-income ratio as well as Library Director, James Rathbun reviewed the Library fees. They also reviewed and discussed December financials and first half expenses and revenues.

Councilor Kuech wished everyone a very happy Lunar New Year. She also reported that the Little Rams Committee will be meeting on February 17, 2022 to work on their goals and put together a report for the School Committee.

Councilor Wilder Cross informed citizens that there are still openings on the Board of Health and Fair Hearing Board and urged volunteers to apply. She reported that she attended the Gorham Village Alliance meeting where they discussed municipal signage around town. She also attended the GPCOG meeting and zoom seminar which discussed affordable housing problems in surrounding communities. Councilor Wilder Cross thanked the Gorham Conservation Commission and William Moreno for their many wonderful accomplishments around town including updating trails and building bridges.

Councilor Phillips thanked Public Works for their hard work during last week's blizzard. She also echoed Councilor Wilder Cross in thanking the Conservation Commission for all of their accomplishments. She reported that the next joint School Committee/Town Council meeting will be in February where they will continue their discussion on the facilities study.

Councilor Hartwell addressed the concerns of citizens with the storm clean up and keeping up with clearing roads and sidewalks during storms. He explained that Public Works does the best that they can with their current budget and staffing issues.

Chairman Pratt noted that the next Jetport Noise Committee meeting will be this month and to report any noise issues on the Jetports website. He also pointed out that there is still a need for blood in the blood banks and to please donate if possible. He also thanked Public Works for their efforts during the blizzard and welcomed back Town Manager Ephrem Paraschak.

### **Town Manager Report**

Town Manager Paraschak thanked Community Development Director Tom Poirier for his help while he was out of the office. He also thanked Public Works for an outstanding job keeping the roads safe during last week's storm and reminded citizens of the ongoing winter parking ban on Town streets. He also noted that winter sand is still available at the Public Works Garage.

### **School Committee Report**

Anne Schools, School Committee Chair reported the following:

#### **Early Release Days**

Earlier this winter, the School Committee voted to add a total of five (5) early release days in order to address what has been a significant shortage of substitute teachers. The School Committee will review the substitute fill rates for the months of December and January at our next meeting to determine whether or not additional early release dates are needed at this time.

The good news, is that we have been able to increase our substitute pool from twenty-five (25) substitutes to eighty-eight (88) substitutes on our active list! Granted, some of these people can only work one day per week, or are college students, but every bit helps, and this is a large improvement from where we were a few months ago.

However, with the recent COVID cases, we have had a lot of staff absences. We are optimistic though, because the numbers across the district are going down. To conclude, the School Committee will review all of this data in order to decide whether or not we need additional early release days this spring.

### **COVID 19**

The number of COVID 19 cases across the district finally appear to be subsiding after a substantial spike just after the holiday break. We were experience seventy (70) plus cases per day during the first two weeks of January across our district. To compare, last Thursday we had only seven (7) cases. We had an additional ten (10) on Friday and another ten (10)

this past Monday. Our total positive case count associated with our schools as of January 31st are as follows:

- Great Falls-8
- Narragansett-2
- Village-13
- GMS-6
- GHS-4

## **Budget**

Although the Superintendent has not shared the first draft of the proposed budget with the School Committee yet (this will occur next week), we did want to let people know that we have gotten our *preliminary* 279 EPS subsidy print offs from the state.

If things remain as is in Gorham, we are expected to see an increase in our state subsidy by approximately \$635,000! This increase is seen mostly in the area of special education (due to increasing costs) and due to several changes in the EPS formula made by the state to address continued operation of schools during a pandemic. An outline of the proposed changes to the EPS funding formula is as follows:

- Proposed one-year revision to the teacher salary matrix for grades 1-5 and 68, adjusting the ration down by one student from 17:1 to 16:1 in each of these grade levels. This adjustment considers the need to preserve staff in the face of the temporary declining enrollment that may be as a result of COVID 19. This adjustment helps boost the per pupil rate to offset the decline in students.
- Proposed one-year revision to the economically disadvantaged student rate to reflect the challenges faced by schools in collecting data as a result of the USDA COVID 19 response which included free meals to all students regardless of income. The greater of the three most recent years economically disadvantaged student percentage is proposed to be used for the FY 2023 funding.
- Proposed one-year revision to the economically disadvantaged pupil from .15 to .20 to again reflect the difficulty in obtaining data for this student population as a result of the USDA COVID 19 response.
- Final year (year 3/3) for CTE funding to the EPS model is reflected in this year's 279.
- An increase of \$4.1 million in the biennial budget to support the general fund. This allows the state to move the minimum mil expectation down from FY 22's 7.26 to FY 23's projected 7.10.

### **Lion's Club**

A huge shout out to our local Lion's Club and their recent donation of **three** checks totaling \$500 each! Each one went to one of our elementary schools. These funds will be used to support various reading programs across our district. Thank you!

### **Public Forums**

Our schools will be hosting a series of public forums for parents and community stakeholder feedback into our new Strategic Planning Process. These forums will be open to all parents and community members. We have two virtual meetings and one in-person meeting planned. The schedule is as follows, and can also be found on the district website's calendar:

- Monday 2/7 at 6:30 pm (via Zoom)
- Tuesday 2/8 at 6:30 pm (via Zoom)
- Thursday 2/10 at 6:30 pm at GHS

### **GHS Musical**

The GHS Musical Production of "Into the Woods" will be starting this weekend! Dates and times are listed below. We would love to see you there and Principal Jandreau will be playing the role of the narrator! Tickets are \$12.00 for adults and \$10.00 for students and seniors and **masks are required**.

- February 4, 5, 11 & 12th at 7:30 pm
- February 6 & 13th at 2:30 pm.

The next regular School Committee meeting will be February 9th in council chambers.

**Public hearing #1**

**On item #2022-02-01**

Public hearing to hear comment on a proposal to issue a Medical Use Marijuana License to Gerard Tardiff, Premium Processing, 5 Little Wing Lane, Unit B. Property owned by Dave Cowan. (Admin. Spon.)

Chairman Pratt opened public hearing #1. There were no comments from the public and the hearing was closed.

**Proposed**

**Order #22-01**

Moved by Councilor Kuech, seconded by Councilor Hager and Ordered, that the Town Council issue a Medical Use Marijuana License to Gerard Tardiff, Premium, 5 Little Wing Lane, Unit B. Property owned by Dave Cowan.

**Order #22-01 was VOTED 7 yeas**

**Public hearing #2**

**On item #2022-02-02**

Public hearing to hear comment on a proposal to issue a Renewal Special Amusement License to Sebago Brewing Company, 616 Main Street. (Admin. Spon.)

Chairman Pratt opened public hearing #2. There were no comments from the public and the hearing was closed.

**Proposed**

**Order #22-02**

Moved by Councilor Wilder Cross, seconded by Councilor Phillips and Ordered, that the Town Council issue a Special Amusement License to Sebago Brewing Company, 616 Main Street.

**Order #22-02 was VOTED 7 yeas**

**Public hearing #3**

**On item #2022-02-03**

Public hearing to hear comment on a proposal to amend the Land Use & Development Code to require phased build outs of subdivisions. (Admin. Spon.)

Chairman Pratt opened public hearing #3. There were no comments from the public and the hearing was closed.

**Proposed  
Order #22-03**

Moved by Councilor Hager, seconded by Councilor Wilder Cross and Ordered, that the Town Council amend the Land Use & Development Code to require phased build outs of subdivisions as follows:

Moved by Councilor Shepard, seconded by Councilor Wilder Cross and **VOTED** to waive the reading of **Order #22-03** due to length. **7 yeas**

CHAPTER 3: SUBDIVISION

SECTION 3-5 - POST APPROVAL ACTIVITIES

A. Performance Guarantee:

7) Phasing of Development: The Planning Board may approve plans to develop a subdivision in separate and distinct phases. If the subdivision has fifty (50) lots or more, subdivision phases shall be limited so that no more than twenty-five (25) lots are allowed in an individual phase. The Planning Board may allow up to ten (10) additional lots in any one phase if the applicant provides sufficient evidence for the Planning Board to determine that the additional lots will provide for a better overall design and development of the subdivision. Only one (1) phase will have building permits issued at a time until at least ninety percent (90%) of the certificates of occupancy have been issued for that phase and all required improvements for that phase have been completed, except for finish paving of streets. In no event shall more than two (2) phases of the subdivision be under construction at the same time. The phases must be designed so that they can be recorded at the registry of deeds as separate and distinct plans. No phased plans will be released for recording in the registry of deeds until the performance guarantee for that phase has been established as required under this section..

**Moved by Councilor Wilder Cross, Seconded by Councilor Hager and VOTED to TABLE Item #2022-02-03 until the March Council Meeting. 7 yeas**

**Public hearing #4  
On item #2022-02-04**

Public hearing to hear comment on a proposal to amend the Land Use & Development Code to adopt the Urban Residential Expansion District and approval of the revised zoning language and map. (Admin. Spon.)

Chairman Pratt opened public hearing #4. There were no comments from the public and the hearing was closed.

**Proposed  
Order #22-04**

Moved by Councilor Hager, seconded by Councilor Shepard and Ordered, that the Town Council amend the Land Use & Development Code to adopt the Urban Residential Expansion District and approve the revised zoning language and map as follows:

Moved by Councilor Shepard, seconded by Councilor Wilder Cross and **VOTED** to waive the reading of **Order #22-04** due to length. **7 yeas**

## **CHAPTER 1: ZONING REGULATIONS**

### **SECTION 1-24 – URBAN RESIDENTIAL EXPANSION DISTRICT**

#### **A. PURPOSE**

To expand and add to the physical, aesthetic and social quality of Gorham's urban area, consistent with the Comprehensive Plan's goals of providing a location for a variety of residential and service uses in accordance with the standards of this chapter. To this end, residential development shall not exceed the net residential density allowable herein and may preferably occur in accordance with the provisions of Chapter 1, Section 1-18, of this Code.

#### **B. PERMITTED USES**

- 1) One or two-family dwellings, exclusive of mobile homes and exclusive of trailers.
- 2) Nursing home, home for the aged.
- 3) Municipal building or use.
- 4) Municipally owned parks and playgrounds.
- 5) Accessory residential uses, including home occupations.
- 6) Manufactured housing units on single-family residential lots.
- 7) Rooming house, apartment building or multifamily housing, except fraternity housing.
- 8) Public utility facilities including substations, pumping stations and sewage treatment facilities.
- 9) School, hospital, church, or any other institution of educational, religious, philanthropic, fraternal organization, or social nature which is not used for residential or commercial purposes, which has less than two thousand (2,000) square feet of floor area and generates less than two hundred (200) vehicle trips during any twenty-four hour period, except fraternity houses.
- 10) Accessory Apartments
- 11) Bed and Breakfast Establishments

#### **C. SPECIAL EXCEPTIONS**

1) School, hospital, church or any other institution of education, religious, philanthropic, fraternal organization or social nature which is not used for residential purposes and has two thousand (2,000) or more square feet of floor area or generates two hundred (200) or more vehicle trips during any twenty-four hour period.

2) Bed and Breakfast Establishment with public dining as an accessory use.

**D. SPACE STANDARDS**

|  | <u>Sewered</u>                         | <u>Unsewered</u> |
|--|--|------------------|
| Minimum lot size<br>which are not a part of a subdivision                          | for residential lots<br>20,000 sq. ft. | 40,000 sq. ft.   |
| Minimum lot area per dwelling unit for a<br>Subdivision, or multi- family housing* | 20,000 sq. ft.                         | 40,000 sq. ft.   |
| Minimum street frontage  | 100 ft.                                | 150 ft.          |
| Minimum front yard   | 25 ft.                                 | 25 ft.           |
| Minimum rear and side yards  | 15 ft.                                 | 15 ft.           |

\* The net residential density identified under Section 1-5 Definitions shall be used to calculate the maximum number of dwelling units that can be placed on a parcel. Each lot in a subdivision shall have the minimum area per dwelling unit for the number of dwelling units proposed to be on a given lot.

|                           |      |      |
|---------------------------|------|------|
| Maximum building height   | None | None |
| Maximum building coverage | 25%  | 25%  |

Notwithstanding the provisions of this subsection D, an auxiliary public utility structure is exempt from the minimum lot size, building coverage, and street frontage requirements of this district. Structures must meet setback requirements. Additional screening and buffering can be requested by the Planning Board.

**E. PERFORMANCE STANDARDS**

1) The performance standards contained in Chapter 2 of this Code shall be fully observed.

2) Non-residential developments and uses shall be developed to meet the following requirements:

a. All non-residential uses shall be served by underground utilities.



b. All principal buildings and structures for non-residential purposes shall be of a traditional New England Village design to be compatible with the predominant scale and character of the existing Gorham Village architecture.

3) Residential developments shall be developed to meet the following requirements:

a. All residential uses shall be served by underground utilities.

b. Layout of a street network shall be completed in a grid style to ensure two (2) points of connection ~~on~~ for each street. The Planning Board may waive the requirement for two (2) points of connection for a portion of the development if the Planning Board finds that no other alternate street network is possible with 2 points of connection or it would be a financial hardship to complete the required two (2) points of connection. For purposes of this section, a financial hardship shall be considered to exist if establishing the two (2) points of connection would utilize more than twenty-five (25) percent of the cost of the entire development.

The number of dwelling units used in the calculation shall be based on the maximum number of dwelling units allowed on the parcel as identified under the Urban Residential Expansion Space standards. The request for waiver shall include two (2) plans. One plan shall show a street/private way layout having two (2) points of connection, and the other plan shall show a street/private way layout with a dead end street/private way. The road layouts shown on both plans must be approved by the Planning Board.

If the Planning Board grants a waiver of the requirement for two (2) points of connection for dead end streets or private ways providing access to more than 4 lots and/or dwelling units, the street or private way shall be of a cul-de-sac design meeting all the relevant requirements under Chapter 2, Section 2-5 Minimum Standards for the Design and Construction of Streets and Ways.

Private ways serving a single lot and a single dwelling unit are exempt from the requirement for 2 points of connection.

c. Principal single-family, two-family, and multi-family buildings and structures shall be of a traditional New England design to be compatible with the predominant scale and character of the existing Gorham Village architecture.

**Order #22-04 was VOTED 7 yeas**

**Item #2022-02-05**

Action to consider Town Council endorsement of a nonprofit Community Development Block Grant (CDBG) application for a septic system project related to the Port Resources Group Home located on Dingley Springs Road. (Admin. Spon.)

**Proposed  
Order #22-05**

Moved by Councilor Hager, seconded by Councilor Shepard and Ordered, that the Town Council endorse Port Resources' CDBG grant application.

**Order #22-05 was VOTED 7 yeas**

**Item #2022-02-06**

Action to consider instructing staff to review senior programs in the Town of Gorham. (Councilor Hager Spon.)

**Proposed  
Order #22-06**

Moved by Councilor Hager, seconded by Councilor Phillips and Ordered, that the Town Council instructs staff to prepare recommendations on expanding senior programs in the Town of Gorham; and

Be It Further Ordered, that staff proposes recommendations for discussion at a future Town Council workshop.

**Order #22-06 was VOTED 7 yeas**

**Item #2022-02-07**

Action to consider instructing the Ordinance Committee to review Recreation Impact Fees. (Councilor Philips Spon.)

**Proposed  
Order #22-07**

Moved by Councilor Phillips, seconded by Councilor Wilder Cross and Ordered, that the Town Council instructs the Ordinance Committee to review Recreation Impact Fees and provide recommendations on expansion of eligible projects.

**Order #22-07 was VOTED 7 yeas**

**Item #2022-02-08**

Action to consider utilizing American Rescue Plan Act (ARPA) funding to provide Hazard Pay to Gorham First Responders and Town employees. (Councilor Shepard Spon.)

**Proposed  
Order #22-08**

Moved by Councilor Shepard, seconded by Councilor Hager and Ordered, that the Town Council instructs the Town Manager to prepare recommendations for the Town Council for the March meeting that provides hazard and/or premium pay from ARPA funding for Town employees while recognizing the extra hazards faced by first responders.

**Order #22-08 was VOTED 7 yeas**

**Item #2022-02-09**

Action to consider the use of ARPA Funding for the procurement of supplies and equipment for the Gorham Fire Department. (Councilor Pratt Spon.)

**Proposed**

**Order #22-09**

Moved by Councilor Shepard, seconded by Councilor Hager and Ordered, that the Town Council authorizes the release of \$170,238 in ARPA funding to provide for the purchase of power stretchers, face masks and automated CPR devices as follows:

Moved by Chairman Pratt, seconded by Councilor Shepard and **VOTED** to waive the reading of **Order #22-09** due to length. **7 yeas**

**WHEREAS,** the American Rescue Plan Act will authorize federal funding for the Town of Gorham in the amount of approximately \$1,899,863.90; and

**WHEREAS,** there are four authorized spending categories including: 1. COVID-19 related or negative economic impact; 2. Revenue loss restoration; 3. Premium pay options; and 4. Water, sewer, and broadband infrastructure; and

**WHEREAS,** the Town Manager is offering a Phase 1 proposed spending plan to the Town Council on February 1, 2022, with an opportunity for public input; and

**WHEREAS,** all expenditures shall be complete by December 31, 2024.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GORHAM ASSEMBLED THIS 1<sup>ST</sup> DAY OF FEBRUARY, 2022 THAT:**

1. The Town Council generally accepts the first phase of the proposed spending plan, attached hereto as Appendix A; and
2. The Town Council acknowledges that the proposed spending plan is subject to change based upon the evolution of the pandemic, emerging needs, regional and statewide collaborations; and
3. No expenditures other than those that have already been encumbered shall occur without the approval of the Town Council.

Attest: \_\_\_\_\_  
Laurie Nordfors, Town Clerk

Date:

**APPENDIX A  
AMERICAN RESCUE PLAN ACT OF 2021  
PROPOSED USE OF FUNDS / PROJECT LIST**

**Covid Impact / Response**

**Purchase of power load cots for ambulances, automated CPR devices and individual SCBA masks.**

**Total Expenditures Phase 1: \$170,238**

**Order #22-09 was VOTED 7 yeas**

**Item #2022-02-10** Action to consider funding portable bathrooms at the Cherry Hill Family Farm property (Councilor Phillips Spon.)

**Proposed  
Order #22-10** Moved by Councilor Phillips, seconded by Councilor Shepard and Ordered, that the Town Council authorizes staff to allocate funding for portable bathrooms at the Cherry Hill Family Farm property from Account number 950-02-50640-01.

**Order #22-10 was VOTED 7 yeas**

**Item #2022-02-11** Action to consider a recommendation to write off accounts receivables in the amount of \$358.90 for uncollectible invoices. (Finance Committee Spon.)

**Proposed  
Order #22-11** Moved by Councilor Hager, seconded by Councilor Wilder Cross and Ordered, that the Town Council authorize that the outstanding amount totaling \$359.90 for uncollectible invoices be written off.

**Order #22-11 was VOTED 7 yeas**

**Item #2022-02-12** Action to consider a recommendation to write off taxes in the amount of \$1,121.65 total for three foreclosed mobile homes, real estate account numbers 66749, 67145, and 67148. (Finance Committee Spon.)

**Proposed  
Order #22-12** Moved by Councilor Hager, seconded by Councilor Phillips and Ordered, that the Town Council approve of the recommendation to write off taxes in the amount of \$1,121.65 for three foreclosed mobile homes, real estate account numbers 66749, 67145, and 67148.

**Order #22-12 was VOTED 7 yeas**

**Item #2022-02-13**

Action to consider setting a workshop in March for discussion on specific recreation projects to receive ARPA funding. (Councilor Pratt Spon.)

**Proposed**

**Order #22-13**

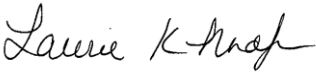
Moved by Councilor Hager, seconded by Councilor Shepard and Ordered, that the Town Council approve to set a workshop for March 15, 2022 for a full Town Council workshop.

**Order #22-13 was VOTED 7 yeas**

Moved by Councilor Hartwell, seconded by Councilor Shepard and VOTED to adjourn. **7 yeas**

Time of Adjournment: 8:07pm

A True Record of Meeting  
02/01/2022

ATTEST  \_\_\_\_\_ 02/02/2022  
Laurie Nordfors, Town Clerk