

REPORT OF THE
GORHAM TOWN COUNCIL
REGULAR MEETING
Burleigh Loveitt Council Chambers
July 5, 2022

Chairman Pratt opened the meeting. There were 37 members of the public in attendance.

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

Moved by Councilor Shepard, seconded by Councilor Wilder Cross and VOTED to accept the minutes of the June 7, 2022 Regular Town Council Meeting. **6 yeas**

Open Public Communications

Kristen Tugman, 49 Valley View Drive announced a new mental health initiative that she is starting in the community to raise awareness, reduce stigma and improve access to care.

Mike Chabot, 17 Morrill Avenue thanked the Council for considering updating the Robie Park Master Plan, which is on the agenda.

Councilor Communications

Councilor Kuech attended the 2022 Build Maine Conference on June 9th in Skowhegan with several other town employees, where they learned about planning downtown areas, revitalizing historic buildings and fostering civic pride. They toured the former Somerset County jail that has been transformed into a gristmill and incubator space for local entrepreneurs. Gorham sponsored a booth to help promote our Industrial Park. On June 16th, Councilor Kuech attended the EcoMaine annual meeting where Tina Ruel of Gorham received an Eco-Excellence award for developing the Gorham Cleans Up group which twice a year, gets together to clean up the Town in a community wide effort. She also attended the Little Rams Committee meeting on June 16th where they are continuing to work on their draft report. She attended the Baxter Memorial Library Spring into Summer event on June 21st and assisted in making snow cones and popcorn. She reported that the Bee and Butterfly Discovery Garden is now officially open. Councilor Kuech also attended the ribbon cutting ceremony for Maine Micro Artisans at 18 South Street on June 28th. She encourages everyone to stop by and enjoy the beautiful Made in Maine gifts they offer. Finally, Councilor Kuech recognized Cindy Hazelton and her staff during July 2022 Parks & Recreation Month as they help promote strong healthy and resilient communities.

Councilor Wilder Cross pointed out the beautiful flower pots around the village set up by the Gorham Village Alliance. She attended the GPCOG meeting where they addressed transitional housing for refugees. She noted that GPCOG is not providing housing but is working along with officials to get it done. They also discussed the ongoing plan to expand public transportation.

Councilor Phillips announced that the Farmers Market at Cherry Hill Farms is open on Wednesdays from 2-6pm. She reported that the Finance Committee met and discussed the Towns debt to income ratio. They will meet again on July 18th to finalize the findings to bring to the August Council meeting. She also reported that the May financials all looked favorable and they discussed the ARPA funds that are being disbursed by the Town.

Councilor Hartwell reported that the Ordinance Committee met on June 21st and discussed recreation impact fees and adding trail easements. They also discussed growth caps in rural zones and the LD 2003 housing bill, where they are hoping to have a workshop to discuss these issues further.

Chairman Pratt announced that the Jetports main runway opened early and is now back up and running which should decrease the jet traffic over Gorham. He attended the GEDC meeting on June 15 where they had a presentation from Dave Golden on his business Rustic Taps and Catering. He praised Dave for being a great business model in Town. As always, Chairman Pratt encouraged residents to give blood if they can.

Town Manager Report

Town Manager Paraschak pointed out that the food truck event at Little Falls Rec Center started June 30th and will be there every Thursday from 4-8pm. They are hoping to expand in the future. He reminded citizens that the Town wide reval is still going on but should be wrapping up next month. He also encouraged eligible citizens to apply for the Senior Property Tax Rebate program which is offered to people over 65 years old. An application can be obtained at the Town Clerk's Office and must be returned by August 1st.

Department Manager's Report

Chief Sanborn reported the following:

The Gorham Police Department consists of 26 sworn full time police officers, 2 sworn part time police officers, 2 non-sworn office staff and 1 part-time animal control officer. Currently the Police Department has two (2) full time and two (2) part time police officer positions vacant. The Police Department recently had one (1) officer graduate from the M.C.J.A. B.L.E.T.P. and currently has one (1) officer waiting to attend. Dispatching services are provided by a contractual agreement with the Cumberland County Regional Communications Center. The Police Department is responsible for enforcing federal, state and local laws and ordinances thereby providing a safe community for its residents and visitors. The officers responded to approximately **13,315** calls for service, had **5,365** self-initiated calls for service, made **3,773** traffic stops, made **26** arrests, issued **302** criminal/civil summonses, issued **778** VSAC summonses and warnings and **41** parking tickets. The Police Department investigated **118** disturbance complaints, **49** domestic complaints, **80** mental health related complaints, **46** drug related complaints, **4** drug overdoses, **1** drug overdose death, **9** deaths total, **70** thefts, **499** traffic crashes, **2** traffic fatalities and **546** animal complaints. The Detective Division investigated a total of **223** cases.

The Police Department is responsible for investigating all violations of law, sometimes assisting other law enforcement agencies with their investigations, and either arresting or summoning the violators to appear in court. The officers then prepare detailed investigative reports, reviewing them with the District Attorney's Office in order to prepare for court hearings.

The most demanding calls for service the Police Department handles are mental health related complaints, drug and substance abuse related complaints, domestic complaints, and traffic related complaints and crashes. The addition of a shared mental health substance abuse liaison position between the Gorham and Windham Police Department will certainly be helpful in addressing some of this work load and better serving both communities.

The Gorham Police Department has received three (3) enforcement grants through the Maine Bureau of Highway Safety to assist with traffic related complaints and hopefully reduce crashes. The Police Department received a Distracted Driving grant in the amount of **\$15,900.00**, an Impaired Driving (O.U.I. Enforcement) grant in the amount **of \$21,000.00** and a Speed Enforcement grant in the amount of **\$5,800.00**. The grants run through the end of September 2022 and are based off crash data.

The Police Department partners with the Gorham School Department to provide three (3) School Resource Officers who work full-time in the schools. These officers provide instruction as well as handle any issues requiring police services. This partnership has proven over the years to be a valuable resource to both the School Department and Police Department. It has enhanced the Police Department's relationships with both the faculty and student body within the School Department. Most recently, the School Resource Officers assisted with Gorham High School graduation and the parade on June 12th.

The Police Department established a Volunteers in Police Services program three years ago after partnering with the Cumberland County Sheriff's Department Volunteers in Police Services program for several years. The program utilizes volunteer citizens to assist the Police Department with non-law enforcement activities such as house checks, business checks, area checks, traffic control and general visibility for the Department and V.I.P.S. program. The Volunteers in Police Services program donated **2,128** hours of time to the Town of Gorham. Using the nationally recognized figure of **\$28.54** an hour for volunteers, this equates to a benefit to the Town of Gorham of **\$60,733.12** annually. This program is an invaluable resource to augment our services to the community.

The Police Department continues to hold a local Citizens Police Academy annually. This program is a great success. It has been a positive experience for both the participants and the members of the Gorham Police Department. It also provided a feeder program for the V.I.P.S. program. The next Citizens Police Academy will begin September 14th and will run for ten (10) weeks. Anyone interested should contact Sergeant Ted Hatch.

The Police Department also partners with the Westbrook and Windham Police Departments with a TRIAD program that works with our senior population to help address issues that they have identified as concerns for them. As well as providing a forum for interactive socialization amongst the senior population that participate in the program from all three (3) communities.

The Police Department has established a Police Explorer Program, Post 270. This program is for individuals 14 to 21 years of age that are interested in the law enforcement profession. They will learn about the profession and be utilized for similar non-law enforcement related activities as the Volunteers in Police Services Program. We currently have six (6) members and meetings will begin this summer. Anyone interested in this program should contact Officer Aaron Erickson.

The Police Department recently participated in Camp Post Card the week of June 17th. Two (2) Gorham Police Officers were assigned as camp counselors and took four (4) Gorham students to Camp Post Card to enjoy fishing, hiking, swimming, archery and arts and crafts.

The Police Department assigned three (3) Officers to take twelve (12) Gorham Middle School students on a four (4) day outward bound rafting trip on June 27th.

The Police Department will be hosting two (2) week long Camp 911 Programs this summer. The first week begins July 11th for grades 3rd through 5th. The second week begins August 15th for grades 6th through 8th. Each week has fifteen (15) participants. This is a program that is done jointly with the Gorham Fire Department. It provides the participants with an overview of all aspects of public safety. This program is very well received and helps to fund other community programs for the youth, such as the outward bound rafting trip.

The Police Department also has an Autism Awareness Program. Where residents can provide photographs and information on individuals who have autism so that information can be entered into a data base in the event that an Officer receives a call involving that individual.

Finally, the Gorham Police Department is proud of the fact that for the fourth consecutive year, Gorham made the **Top Ten (10) Safest Community** list in Maine. The Gorham Police Department works diligently to provide a quality community policing law enforcement service to the citizens we serve and to keep Gorham a safe place to live, work in and visit.

School Committee Report

The Maine Department of Education awarded Gorham Schools \$250,000 over two years to pay for the expansion of our Extended Learning Opportunities (ELO) program. This grant will allow us to add an ELO instructor at GHS whose sole focus will be to expand our semester long and yearlong internship programs. This position will also assist in developing additional pre apprentice and apprentice programs. We are excited about the opportunities these funds will give us over the next few years!

We have a lot of work going on in our schools this summer! This is always a busy time for maintenance folks. Here is a short list of major work that is happening:

1. GMS HVAC system work (have been some delays due to supply chain issues);
2. GHS bleacher replacement and floor refurnishing;
3. Work to finalize field lighting and sound systems;
4. Moving furniture to consolidate use of storage containers; and
5. Bringing on a new custodial services company (Benchmark will be replacing GDI).

In related news, the Gorham School district as well as the municipal building will be moving from GDI to Benchmark for our custodial services. We are excited for the opportunities that this new relationship will have. Benchmark officially started on July 1, 2022. They will ramp up their services in preparation for the opening of school this fall!

Summer months are still busy in central office! We just recently worked to close our fiscal year and re-open a new one. We are currently hiring for positions and will likely do so during the summer as shifts are created and moves are made. Folks that are interested in open positions at the school should keep an eye on our website! Just go to "Human Resources" and click on "employment Opportunities" and you will see a listing of all open positions in our school.

We will be working on developing transportation routes for the opening of school. Parents can expect that we will publish these routes and times in August via the website, parent email, and in the Gorham Times.

re-open for all staff on August 24th-27th for staff development days. The first day of school for students in grades 6th & 9th will be on August 30th and then the first day of school for other grades will be on August 31st. Kindergarten students will begin on September 2nd as we will spend the first few student days of school conducting kindergarten screening and making final placements for incoming students across schools.

We will resume our regular meetings in the month of August! Have a wonderful July.

Public hearing #1

On item #2022-07-01

Public hearing to hear comment on a proposal to issue a renewal Medical Use Marijuana License to Andrew Rosenfeld, Second Nature LLC, 44 Sanford Drive. Property owned by Jim Fox. (Admin. Spon.)

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

Proposed

Order #22-71

Moved by Councilor Kuech, seconded by Councilor Phillips and Ordered, that the Town Council issue a renewal Medical Use Marijuana License to Andrew Rosenfeld, Second Nature LLC, 44 Sanford Drive. Property owned by Jim Fox.

Order #22-71 was VOTED 6 yays

Public hearing #2

On item #2022-07-02

Public hearing to hear comment on a proposal to issue a renewal Medical Use Marijuana License to Jared Dinsmore, 5 Little Wing Lane, Unit C. Property owned by Dave Cowen. (Admin. Spon.)

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

Proposed

Order #22-72

Moved by Councilor Phillips, seconded by Councilor Kuech and Ordered, that the Town Council issue a renewal Medical Use Marijuana License to Jared Dinsmore, 5 Little Wing Lane, Unit C. Property owned by Dave Cowen.

Order #22-72 was VOTED 6 yays

Public hearing #3

On item #2022-07-03

Public hearing to hear comment on a proposal to issue a renewal Medical Use Marijuana License to Alexis Cantara, XOCC LLC., 5 Little Wing Lane, Unit A. Property owned by Dave Cowen. (Admin. Spon.)

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

Proposed

Order #22-73

Moved by Councilor Phillips, seconded by Councilor Kuech and Ordered, that the Town Council issue a renewal Medical Use Marijuana License to Alexis Cantara, XOCC LLC., 5 Little Wing Lane, Unit A. Property owned by Dave Cowen.

Order #22-73 was VOTED 6 yays

Public hearing #4

On item #2022-07-04

Public hearing to hear comment on a proposal to issue a renewal Medical Use Marijuana License to Ryan Nadeau, Skyfall Canopy, 5 Little Wing Way, Unit D. Property owned by Dave Cowen. (Admin. Spon.)

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

Proposed

Order #22-74

Moved by Councilor Kuech, seconded by Councilor Phillips and Ordered, that the Town Council issue a renewal Medical Use Marijuana License to Ryan Nadeau, Skyfall Canopy, 5 Little Wing Way, Unit D. Property owned by Dave Cowen.

Order #22-74 was VOTED 6 yays

Public hearing #5

On order #2022-07-05

Public hearing to hear comment on a proposal to issue a renewal Medical Use Marijuana License to Andrew Clough, White Pine Tech LLC., 15 Pearson Drive. Property owned by Bob Pearson. (Admin. Spon.)

Chairman Pratt opened public hearing #5. There were no comments from the public and the hearing was closed.

Proposed

Order #22-75

Moved by Councilor Phillips, seconded by Councilor Kuech and Ordered, that the Town Council issue a renewal Medical Use Marijuana License to Andrew Clough, White Pine Tech LLC., 15 Pearson Drive. Property owned by Bob Pearson.

Order #22-75 was VOTED 6 yays

Public hearing #6

On order #2022-07-06

Public hearing to hear comment on a proposal to amend the Land Use and Development Code to allow Office of Contractor or Tradesman as a permitted use to various Districts. (Admin. Spon.)

Chairman Pratt opened public hearing #6. There were no comments from the public and the hearing was closed.

Proposed

Order #22-76

Moved by Councilor Phillips, seconded by Councilor Shepard and Ordered, that the Town Council amend the Land Use and Development Code to allow Office of Contractor or Tradesman as a permitted use to the following Sections; 1-9 Village Center Districts, 1-10 Urban Commercial District, 1-11 Roadside Commercial, 1-12 Industrial District, 1-13 Mosher Corner Mixed-Use District, 1-14 Office-Residential District, 1-21 Olde Canal Industrial District, and 1-22 Agricultural/Industrial District.

Moved by Councilor Wilder Cross, seconded by Councilor Kuech and VOTED to amend the order to read Office of Contractor or Tradespeople instead of Tradesman. 3 yays, 3 nays (Phillips, Hartwell, Pratt)

Amendment fails

Order #22-76 was VOTED 6 yays

Old Business

Item #2022-05-16 Action to consider authorizing the Town Manager to enter into an agreement with Griffon Security for an active shooter response alert system. (Councilor Shepard Spon.)

Proposed

Order #22-77 Moved by Councilor Shepard, seconded by Councilor Wilder Cross and Ordered, that the Town Council authorizes the Town Manager enter into an agreement with Griffon Security for an active shooter response alert system for all major municipal buildings; and

Be It Further Ordered, that the Town Council authorizes the transfer of funds from the COVID contingency account #204-05-50637-28 to complete this project.

Order #22-77 was VOTED 5 yays, 1 nay (Hartwell)

New Business

Item #2022-07-07 Action to consider instructing the Appointments Committee to fill a vacancy on the Planning Board. (Admin. Spon.)

Proposed

Order #22-78 Moved by Councilor Wilder Cross, seconded by Councilor Shepard and Ordered, that the Town Council appoint Scott Herrick to the Planning Board.

Order #22-78 was VOTED 6 yays

Item #2022-07-08 Action to consider updating the Robie Park Master Plan. (Councilor Wilder Cross Spon.)

Proposed

Order #22-79 Moved by Councilor Wilder Cross, seconded by Councilor Shepard and Ordered, that the Town Council instructs staff to begin work on updating the Robie Park Master Plan for adoption by the Town Council; and

Be It Further Ordered, that staff provide for a public hearing to collect public comments on suggestions for the park.

Order #22-79 was VOTED 6 yays

Item #2022-07-09

Action to consider authorizing the use of a public easement for road access.
(Councilor Pratt Spon.)

Proposed

Order #22-80

Moved by Councilor Phillips, seconded by Councilor Shepard and Ordered, that the Town Council authorizes access for a private way and/or driveway off of the unbuilt public easement area of Freedom Drive providing that public access and use is maintained.

Order #22-80 was VOTED 6 yays

Item #2022-07-10

Action to consider authorizing a private way off the applicant to seek Planning Board approval and construct a public road constructed to the Town's Rural Access or Sub-collector Standard of in the abandon public easement of Libby Avenue. (Councilor Pratt Spon.)

Proposed

Order #22-81

Ordered, that the Town Council authorizes the applicant to seek Planning Board approval and construct a public road constructed to the Town's Rural Access or Sub-collector Standard in the abandon public easement of Libby Avenue.

There was no motion on proposed Order #22-81. Item fails.

Item #2022-07-11

Action to consider accepting Musket Drive as a public way.
(Councilor Kuech Spon.)

Proposed

Order #22-82

Moved by Councilor Kuech, seconded by Councilor Shepard and Ordered, that the Town Council accepts Musket Drive as a public way; and;

Be It Further Ordered, that the Town Council designates Musket Drive as a rural access road.

Order #22-82 was VOTED 3 yays 3 nays (Hartwell, Pratt, Phillips)

Item fails

Item #2022-07-12 Action to consider reviewing the Town's fund balance policy. (Councilor Philips Spon.)

Proposed

Order #22-83 Moved by Councilor Phillips, seconded by Councilor Kuech and Ordered, that the Town Council instructs the Finance Committee to review and propose updates if needed, to the Town's fund balance policy, last updated in 2011.

Order #22-83 was VOTED 6 yays

Item #2022-07-13 Action to consider instructing staff to incorporate sustainability practices into town operations and planning. (Councilor Wilder Cross Spon.)

Proposed

Order #22-84 Moved by Councilor Wilder Cross, seconded by Councilor Kuech and Ordered, that the Town Manager instructs staff to incorporate sustainable operations, procedures and planning processes where reasonably possible; and

Be It Further Ordered, that staff report back to the Town Council during the next budget cycle on the possibility of establishing a position within town operations to coordinate sustainability.

Moved by Councilor Hartwell, seconded by Councilor Phillips and VOTED to amend the order to put a period after reasonably possible and strike the rest of the order. **4 yays, 2 nays (Wilder Cross, Kuech)**

Order #22-84 was VOTED as amended 6 yays

Item #2022-07-14 Action to consider establishing a Town Council workshop for the month of August with the Gorham Economic Development Corporation. Councilor Pratt Spon.)

Proposed

Order #22-85 Moved by Councilor Wilder Cross, seconded by Councilor Shepard and Ordered, that the Town Council sets August 16, 2022 as a workshop date with the Gorham Economic Development Corporation in order to convey the economic development goals of the Town Council to the GEDC.

Order #22-85 was VOTED 6 yays

Item #2022-07-15

Action to consider authorizing a third phase of American Rescue Plan Act funding.
(Councilor Pratt Spon.)

Moved by Councilor by Councilor Phillips, seconded by Councilor Wilder Cross and VOTED to waive the Reading of Order #22-86 due to length. 6 years

Proposed**Order #22-86**

Moved by Councilor Phillips, seconded by Councilor Shepard and Ordered, that the Town Council authorizes the release of \$1,431,420.00 in ARPA funding for various projects in the Town of Gorham as outlined in Appendix A.

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 3 proposed spending plan to the Town Council on July 5, 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 5TH DAY OF JULY, 2022 THAT:

1. The Town Council generally accepts the second phase of the proposed spending plan, attached hereto as Appendix A dated June 30, 2022; and
2. The Town Council acknowledges that the proposed spending plan is subject to change based upon the evolution of the pandemic, emerging needs and regional and statewide collaborations.

APPENDIX A AMERICAN RESCUE PLAN ACT OF 2021

PROPOSED USE OF FUNDS / PROJECT LIST

DATED: June 30, 2022

Expenditures Phase 3:

ITEM	DEPARTMENT	COST
Skate Park Contingency - Small Shade / Picnic Pavilion	Administration / Rec	\$38,000.00
Heart Monitors for Ambulances (3)	Fire Department	\$130,200.00
Battery Extrication Equipment (Half funded in FY23 Capital Part II)	Fire Department	\$37,000.00
Security Camera Replacements / Upgrades - Outlying Fire Stations, PD, Expansion in Town Buildings	PD, FIRE, ADMIN	\$39,000.00

End of Lease Electric Vehicle Buyout (3)	Administration	\$66,720.00
New Radio Repeater System (Police, Fire, Public Works)	Police Department	\$175,000.00
Camera Installs - Recording Equipment - Conference Room B	GOCAM	\$36,000.00
Camera Installs - Recording Equipment - Baxter Conference Room	GOCAM	\$12,000.00
New Portable Cameras (2)	GOCAM	\$8,000.00
Perimeter Fencing for Dog Park	Recreation	\$26,000.00
Senior Access & Drainage Improvements Little Falls Activity Center Entrance	Recreation	\$24,000.00
Kayak Docking System at Shaw Park	Recreation	\$13,000.00
Ground Trash Container Systems (12 Units throughout parks)	Recreation	\$36,000.00
Benches (Parks & Trails)	Recreation	\$26,000.00
Pavilion in front of Gorham Municipal Center	Recreation / Administration / Library	\$125,000.00
Pavilion at Shaw Park	Recreation	\$175,000.00
Concrete Board Games (Shaw Park, Little Falls Activity Center)	Recreation	\$8,000.00
Technology Improvements Town wide	Technology	\$45,000.00
Shade Structures (2) - Little Falls Pickle ball Courts & Chick Property	Recreation	\$14,000.00
Fixed Metal Benches in Gorham Village	Economic Development / Administration	\$12,500.00
Business Sign Grant Program	Economic Development / Administration	\$25,000.00
Signage (Gorham Villages)	Economic Development / Administration	\$32,000.00
Business Expansion Grant - Competitive	Economic Development / Administration	\$45,000.00
Pedestrian Street Light Purchases for Gorham Village (Possible MDOT matching grant)	Administration / Economic Development	\$45,000.00
Bottle filling station retrofits for water fountains in offices (4)	Administration	\$12,000.00
Financial Software (Gorham School Department Share - Town funded in FY23 Budget)	Administration	\$249,000.00
Recreation Trail Expansions	Recreation	\$15,000.00
	TOTAL	\$1,431,420.00

Moved by Councilor Phillips, seconded by Councilor Shepard and VOTED to amend the order to remove the item Perimeter fencing for dog park, \$26,000. **6 yays**

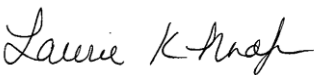
Moved by Chairman Pratt, seconded by Councilor Hartwell and VOTED to amend the order to remove Pavilion at Shaw park, \$175,000. **4 yays, 2 nays (Wilder Cross, Kuech)**

Order #22-86 was VOTED as amended 6 yays

Moved by Councilor Hartwell, seconded by Councilor Wilder Cross and VOTED to adjourn. 6 yays

Time of Adjournment: 8:55pm

A True Record of Meeting
07/05/2022

ATTEST  _____ 07/06/2022
Laurie Nordfors, Town Clerk

