

MINUTES
**CAPITAL IMPROVEMENT PROJECTS/
ECONOMIC DEVELOPMENT COMMITTEE MEETING**
Meeting of Thursday, August 17, 2023 – 12 p.m.
Conference Room A, Gorham Municipal Center

Present: Councilor Suzanne Phillips -Committee Chair, and Councilor Phillip Gagnon.

Also Present: Director of Community Development Tom Poirier; Public Works Director Terry Deering; Town Engineer Charles Norton; Deputy Public Works Director Jeff Grant, and Executive Assistant Jessica Hughes.

Absent: Councilor Virginia Wilder Cross.

1. Consideration of the minutes of the July 20, 2023 meeting.

A motion was MADE by Councilor Phillips, SECONDED by Councilor Ganon, and VOTED to accept the minutes of the July 20, 2023 meeting. Unanimous vote.

2. Current Business

- A. Review and discuss staff recommendations on roadways for discontinuance and send back to the Town Council for action (June 6, 2023).

Public Works Director Terry Deering said there is very little information regarding roads and we don't know what the parameters are.

Regarding Bragdon Road, Mr. Deering said that it is clearly in a discontinued state according to records. He said that the Town discontinued this road in 1900; however, the Town still plows it.

Deputy Public Works Director Jeff Grant said we should either continue maintenance or give it back to being a private road.

Mr. Deering said that Pine Cone Lane was paved two to three years ago, and Public Works had difficulty plowing there. He said it is up to the Town Council, but currently the Town has no ownership or they have no interest in maintaining it.

A brief discussion ensued regarding the location of Pine Cone Lane.

Councilor Gagnon said Pine Cone Lane could be a good candidate to stop plowing.

Director of Community Development Tom Poirier said that he spoke with the Town Attorney and their guidance was that if it was found that the Town has fee interest, we would have to give some cost, although in this case – there would be no damages. He

further said that if there was a public easement, there is no requirement for the Town to go through an official discontinuance.

Mr. Deering said that owners may have been charged for the abutting property on Pine Cone Lane. He added that Phinney Street was another example.

Mr. Poirier said the information on the tax map is not correct and that a property survey should be done. He added that a surveyor could be hired.

Mr. Deering said that the photos and supporting attachments were preliminary information.

A discussion ensued regarding Carl Lane in which Mr. Deering said it has no right of way parameters.

Mr. Grant explained the history of how and why the Town began plowing Carl Lane years ago that referred back to when the farms in the area needed to be plowed to allow for milk and other produce pickup.

Mr. Grant briefly discussed plowing the discontinued road connected to Plummer Road.

Mr. Deering said we need to identify criteria. He said this road has a 50 foot turnaround and right of way. He added that once criteria was identified, staff can then report back on which roads do and do not meet the criteria.

Councilor Phillips recommended determining ownership, then follow criteria established.

Mr. Poirier said that the Town Council could then vote to determine discontinued roads based on criteria and also explain one lane, one lot dead end subdivisions.

Councilor Phillips said that she wants staff to research roads and how if bought back.

Councilor Gagnon said it is also dependent on if there's any strategic value or advantage.

Councilor Gagnon said he would want Public Works to make the determination which roads to keep and not keep, and to reach out to property owners to see if they want a hammerhead.

The committee asked staff to bring back another list of roads at the next meeting.

3. Items Referred for Future Meetings/Action

- A. Provide a framework for the review and possible revisions to the Chick Master Plan and report back to the Town Council with a recommendation (referred on December 6, 2022)

No discussion was held regarding this item.

- B. Review the Little Falls Master Plan, explore current and future capital improvements for the Little Falls Recreation Area and Little Falls Community Center, consult with community groups and stakeholders for input, and take into account grant funding for parking area light improvements, and how best to incorporate them into the site, and make recommendations for changes to the Town Council (referred on February 7, 2023).

No discussion was held regarding this item.

- C. Work with staff to evaluate options for a site planning study of 80 Huston Road and bring back recommendations to the Town Council for review (referred August 1, 2023).

Councilor Phillips said we should do a site plan for the Public Works property.

A discussion ensued regarding the permitting process, and the ability for expansion in which Councilor Phillips asked if staff can bring back an updated site plan.

A discussion regarding the future use and needs of the property took place.

Councilor Phillips asked if the gate at Public Works is still under review to which Mr. Deering said it would be problematic.

Councilor Gagnon asked if the Town looked into partitioning off land and having a company manage recycling, instead of Public Works dealing with it. He asked if we could pay for a company to pick up and manage recycling.

Mr. Grant asked how it would be funded to which Councilor Gagnon said it would be pay-to-throw-away.

Councilor Gagnon said that if we're looking at an updated site plan, he would want to see that use.

Mr. Poirier said that permitting becomes challenging when there is a facility.

Councilor Gagnon said it would be a lighter use than at Riverside Street, and he would want it manned.

Mr. Deering said the Town doesn't own the land on the right hand side when entering Public Works.

Councilor Gagnon said if you need land acquisition, the Town would probably want to buy land before we start developing.

Town Engineer Charles Norton said he will do an initial plot and master plan.

Councilor Phillips said that the School will want to have a meeting to discuss Chick Property uses.

4. Other Business

No items were discussed.

5. Schedule next meeting and discuss agenda items for next meeting.

The next meeting will take place on September 21, 2023 at 12pm.

6. Adjourn.

There being no further business, a motion was MADE by Councilor Gagnon and SECONDED by Councilor Phillips and VOTED to adjourn. Time of adjournment: 12:48pm.

Respectfully submitted,
Jessica Hughes, Executive Assistant