

AGENDA AND PROPOSED ORDERS  
GORHAM TOWN COUNCIL  
REGULAR MEETING  
July 5, 2022  
6:30pm  
Burleigh Loveitt Council Chambers

**Pledge of Allegiance to the Flag**

**Roll Call**

**Acceptance of the minutes of the June 7, 2022 Regular Town Council Meeting.**

**Open Public Communications**

**Councilor Communications**

**Town Manager Report**

**Department Manager's Report (Police Department)**

**School Committee Report**

**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.)

**Proposed**

**Order #22-71**

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

**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.)

**Proposed**

**Order #22-72**

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.

**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.)

**Proposed**  
**Order #22-73**

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.

**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.)

**Proposed**  
**Order #22-74**

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.

**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.)

**Proposed**  
**Order #22-75**

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.

**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.)

**Proposed**  
**Order #22-76**

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.

## **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**

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.

## **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**

Ordered, that the Town Council appoint Scott Herrick to the Planning Board.

### **Item #2022-07-08**

Action to consider updating the Robie Park Master Plan. (Councilor Wilder Cross Spon.)

### **Proposed Order #22-79**

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.

**Item #2022-07-09**

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

**Proposed**

**Order #22-80**

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.

**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.

**Item #2022-07-11**

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

**Proposed**

**Order #22-82**

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.

**Item #2022-07-12**

Action to consider reviewing the Town's fund balance policy. (Councilor Philips Spon.)

**Proposed**

**Order #22-83**

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.

**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**

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.

**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**

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.

**Item #2022-07-15**

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

**Proposed  
Order #22-86**

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:

<u>ITEM</u>	<u>DEPARTMENT</u>	<u>COST</u>
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 Pickleball 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
	<b>TOTAL</b>	<b>\$1,431,420.00</b>

**Adjourn**