

**MINUTES**  
**WORKSHOP SESSION**  
**THE GORHAM TOWN BOARD**  
**January 27, 2021 7:00pm**

The Gorham Town Board held a Workshop Session on January 27, 2021 at 7:00pm. Present were Supervisor Fred Lightfoote, Councilmembers; Brian S. Case and William Glitch. Chief Operator Water/Wastewater Districts Greg Coston and Town Clerk Darby Perrotte. Joining via phone conference; Councilmember Jake Chard. Councilmember Rick Malcolm was necessarily absent.

1. Call to Order/Pledge to the Flag. Supervisor Lightfoote called the meeting to order and led the pledge to the flag.
2. Privilege of the Floor –none requested
3. Work Session –

a. Tax Collector Position –

The Town Board held a discussion regarding the Tax Collection position in the Town of Gorham. The current Tax Collector is not seeking re-election.

Councilmember Case is happy with leaving it as an elected position.

Councilmember Glitch said he thinks it should be somebody other than an employee already working in the building.

The Town Board would like to retain the Tax Collection Position as Elected.

Supervisor Lightfoote said there is an open Town Board seat and an open Town Justice position.

All other positions have incumbents seeking re-election.

b. Financial Discussion –

Supervisor Lightfoote said he is not too concerned about the Water/Wastewater District budget, not like he is concerned with the General Fund and Highway Fund. As far as what the Town is having to do in the Water Plant he asked the engineer from MRB Group to get a contract on that. Supervisor Lightfoote said they are still a couple years out before the Town needs to do anything with that and hopefully there will be grant money available by then.

Chief Operator Coston said he would think grants would be available when they are State mandated requirements for upgrading the plants.

Supervisor Lightfoote said he wants to be cautiously prepared for the future.

Supervisor Lightfoote said the shell is up for the pavilion at Easton Park. The project is moving along. The concrete will be poured this spring, weather permitting.

Chief Operator Coston had a few items to discuss with the Board. Chief Operator Coston said at his twenty year anniversary he asked about the increase in pay he should receive according to the Town of Gorham Longevity Scale. Next week will be his twenty first year and he is wondering where the Board is at with it.

Supervisor Lightfoote said he found the official paper work regarding longevity and it is at the twenty year interval instead of twenty five like he originally thought. Chief Operator Coston will receive the extra pay along with three other employees that hit their twenty year anniversary.

Chief Operator Coston said at the end of every year they have to provide the Department of Health with a final report of the water they produced and they have to be fifteen percent or less of what they produce and what they sell to consumers. Chief Operator Coston is concerned because there is a very large discrepancy in the total amount of water produced and the total amount billed for in 2020.

Chief Operator Coston is requesting an audit of the Water Billing. He is concerned and thinks perhaps the Town is not billing correctly.

Supervisor Lightfoote said they can look in to it.

Supervisor Lightfoote said it is apparent the Town needs more help in the offices. He wants to look into hiring extra help for his office as well as the Code Enforcement Office.

Councilmember Chard joined the meeting at this time.

Supervisor Lightfoote said back to the General Fund and Highway Fund.

The Board discussed the budget for 2021 and 2022.

Supervisor Lightfoote said the Town is looking at close to three hundred thousand dollars in lost State Aid.

Councilmember Chard said there are drastic cuts across the board at the State level.

Supervisor Lightfoote said there is a level of concern and the Board should think about and start to prioritize any level of cut they need to consider.

Councilmember Glitch said the Town needs to get residents buying permits for the Transfer Station.

Councilmember Glitch said "The attendants need to check everybody, make residents get a permit or send them home with their garbage in their car."

Councilmember Glitch said he doesn't agree with hiring extra people in the Town Hall.

Supervisor Lightfoote said sometime in the next ten days to two weeks he wants to make time to talk with the bookkeeping company/office. And what changes have occurred over the last few years.

Councilmember Case had concerns with budget items at the Highway. He asked about the amount of salt purchased. The Board discussed the variables of usage depending on weather and temperature.

Councilmember Case said suggested going over the budget items and cut things back line by line if needed.

Councilmember Chard said he thinks we should look at policies as far as tightening the budget. He said "We're a small town we don't have giant budgets for equipment and trucks.

Shortening up the replacement interval with vehicles made sense economically a few years ago. If it doesn't truly benefit the town financially it is a luxury that should be reconsidered."

The Board discussed several other areas they can consider cutting in the budget.

#### 4. Executive Session –

On the motion by Supervisor Lightfoote, seconded by Councilmember Glitch the Board entered into executive session at 8:11pm to discuss the medical, financial, credit or employment history of a particular person or corporation.

On the motion by Councilmember Case, seconded by Councilmember Glitch, the Board returned to regular session at 8:22pm. No action was taken in executive session. Both motions carried unanimously (4-0).

**012-2021**

5. Adjournment –

On the motion by Councilmember Case, seconded by Councilmember Glitch, the meeting was adjourned at 8:25pm. Motion carried unanimously (4-0).

**013-2021**

Respectfully Submitted,

Darby L. Perrotte  
Town Clerk

