

**TOWN OF LISBON, NEW HAMPSHIRE**

**2024**

**TOWN MEETING WARRANT**

To the inhabitants of the Town of Lisbon in the  
County of Grafton in the State of New  
Hampshire Qualified to vote in town affairs.  
You are hereby notified and warned to meet at  
Lisbon Regional School in said Town of Lisbon,  
New Hampshire on Tuesday the Twelfth day of  
March 2024 at twelve o'clock noon at which  
time the polls shall open and not close earlier  
than seven o' clock in the evening to act upon  
the following subjects. All Articles except  
Article 1 are to be considered at seven o'clock  
in the evening at the Annual Town Meeting.

**Date: March 12, 2024**  
**Time: 12 PM POLLS OPEN; 7:00 PM TOWN MEETING**  
**Location: LISBON REGIONAL SCHOOL**

John Northrop III introduced himself as Moderator. He asked everyone if they have cell phones to please mute them if they have not already.

**Pledge of Allegiance**

The front table was introduced Scott Champagne, Selectboard Chair; Arthur Boutin, Selectman; Brian Higgins Selectman; Audrey Champagne, Town Clerk/Tax Collector.

Thank you to the election workers.

John went over the rules of the meeting.

**Article 01 Elect**

To choose all necessary Town Officers for the ensuing year.

John Northrop III stated that this activity has already taken place in the voting booths and that voting is now done.

**Article 02 Hear Reports**

To hear reports of agents and special committees heretofore chosen and pass any vote related thereto.

John Northrop III stated that all the committee agent reports are in this booklet. Please feel free to look at the booklet and if you have any questions about any of those committees now you may ask them. If they are here, they will answer if not we will move on to article 03. Seeing no questions let us move onto article 03.

#### **Article 03     One Ton Pickup Truck**

To see if the Town will vote to raise and appropriate the sum of \$98,000 (gross Budget) for the purpose of a one ton diesel pickup truck with a steel body and plow equipment for the Lisbon Highway Department, with \$50,000 to come from the Highway Capital Reserve fund, and to authorize the issuance of not more than \$48,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (NH RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to further raise and appropriate \$15,000 for the first years payment of principal and interest on said bonds or notes. Three-fifths ballot vote required. The Board of Selectmen recommends this Article.

**Moved by Scott Champagne, seconded by Brian Higgins.**

**Scott Champagne stated that the Highway Department is looking to replace their one-ton Ford diesel pickup truck. This amount will cover the cost of the body and all plowing equipment. The old truck will be sold/put out to bid. John Northrop III told folks how the voting is to be done.**

**BALLOT VOTE YES-48            NO-9  
Article PASSED**

#### **Article 04     Police Department Cruiser**

To see if the Town will vote to raise and appropriate the sum of up to \$68,000 (gross Budget) for the purpose of an all-wheel drive police patrol vehicle to include all needed equipment, cage, radio, cameras, lights and signage for the Police Department, with \$20,000 to come from the Police Capital Reserve Fund, and to authorize the issuance of not more than \$48,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act NH RSA 33, and to authorized the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to further raise and appropriate up to \$15,000 for the first years payment of principal and interest on said bonds or notes. The Board of Selectmen recommends this Article. Three-fifths ballot vote required.

**Moved by Brian Higgins, seconded by Arthur Boutin.**

**Scott Champagne stated that every two years we try to rotate the cruisers. It has been two years since we bought the last one. The last one we purchased with encumbered funds. We were questioned about this at one of the Town meetings. We have some Capital Reserve money, but not enough to cover the full cost. Therefore, we are asking for not more than \$48,000.00 of bonds or notes. This note may be paid over two-three years. Due to high interest rates we try to pay the notes off as soon as possible.**

**Robert Cook – How long are they financed for?**

**Scott Champagne – The last one we bought we did not finance. We bought it outright. Typically, they are financed for three to five years.**

**Public – Where is the \$15,000.00 coming from?**

**Scott Champagne – We have to say where the money will come from so basically \$20,000.00 will come from a Capital Reserve Fund and the remaining \$48,000.00 will come from a loan. We try to use local banks. Fortunately, Woodsville Guaranty will try and beat any of the other finance quotes because they want to**

keep our business in town. The \$15,000.00 is what the first yearly payment would be.

Craig Myers – Is there a seven year wait list?

Scott Champagne – On the Police cruisers I do not know what the wait list is. At one time we were told they were a year out.

Matthew Champagne – What is the current age of fleet?

Chief Sullivan – The oldest one is 2016 with 140,000 miles, the next newest is 2018 with 76,000 miles and the newest one has 21,000 miles.

Charlie Hampson – Our mechanic has said that Cruiser number 3 is tired.

John Northrop III told folks how the voting is to be done.

**BALLOT VOTE YES-42            NO-13**  
**Article PASSED**

#### **Article 05**

##### **Ambulance Purchase**

To see if the Town of Lisbon will vote to Raise and appropriate the sum of \$250,000.00 (Gross Budget) for the purpose of a new Ambulance for the Lisbon EMS/FIRE Department, with \$35,000 to come from the Lisbon EMS/Life Squad Capital Reserve Fund, \$184,980 to come from the Lisbon EMS/Life Squad Revolving Fund, \$15,000 to come from unassigned fund balance, and to authorize the issuance of not more than \$10,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (NH RSA 33); and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to further raise and appropriate not more than \$5,000 for the first years payment of principal and interest on said bonds or notes. And to authorize Town Officials to negotiate on trade-in value of current ambulance or to sell outright to the benefit of the taxpayer. Three-fifths Ballot Vote Required. Board of Selectmen recommends this Article.

**Moved by Arthur Boutin, seconded by Brian Higgins.**

Scott Champagne stated that what we have been trying to do since we started transporting patients in 2012 is to raise enough from the transports to be combined with any Capital Reserve money to pay for a replacement ambulance outright. It is recommended that we go no more than 7 years before replacing an ambulance if you are transporting people. Ours is getting to that age. It has gotten to that age. When we started inquiring about a replacement, we were told that there is a two year wait for a new ambulance so we as a Board approved EMS to be put on the list for a new ambulance. Being on the list does not cost the Town anything. We can withdraw at any time. If we did not get placed now on the list instead of being two hundred on the list, we may be four or five hundred on the list. Over the years we have adjusted the percentage of what the General Fund gets for EMS transport. It started out as 75% to the General Fund and 25% to EMS. We found that this was not going to create enough for EMS to be able to purchase an ambulance outright so a few years ago we changed it to 50% to the General Fund and 50% to EMS. Currently the EMS accounts are a little short of what they would need to purchase the ambulance if they called today to say it was ready. We start budgeting in September/October. At that time, we did not know whether or not we would have enough money in the EMS accounts for the purchase so we had to come up with an article that would help cover the purchase cost if the ambulance came this year and the EMS account was still short. I do not think that we are going to be short, but we did not want to lose our spot because we did not have the full amount needed. If we were to be moved back on the list, we may not get a replacement ambulance until ours is ten plus years old. We do not put a lot of miles on our truck. Trade in values for them are not good. \$5,000 is the estimated trade in value. We think that we may be better off selling it outright.

**Jeffrey Jones-What happens to this article if the ambulance does not come available this year?**

**Scott Champagne-If the ambulance does not come available this year or even later in the year the EMS fund would have enough to cover the cost and no bond would be needed.**

**Jeffrey Jones-Was money coming from the General Fund too?**

**Scott Champagne-No, it is coming from the Capital Reserve Fund and the EMS Revolving Fund.**

**Craig Myers-Does the EMS share of revenue have to go to the General Fund?**

**Scott Champagne-Yes, unless otherwise designated by the Towns people.**

**Currently the split is 50/50 as voted on a few years ago.**

**Craig Myers-Could EMS keep 100%?**

**Scott Champagne-You could if it is passed by the taxpayers.**

**Robert Cook-It say \$5,000 for first year's payment.**

**Scott Champagne-Yes if we had to purchase the truck today and take out the \$10,000. The \$5,000 would be for the first year's payment.**

**Audrey Champagne-I have spoken with the Ambulance manufacturing company.**

**They have informed us that it does not look like our truck will be scheduled to be built this year. Early next year. Currently we have \$227,000 in our combined funds. The approximate cost of the new ambulance is \$244,000.**

**John Northrop III told folks how the voting is to be done.**

**BALLOT VOTE YES-53            NO-3  
Article PASSED**

#### **Article 06    Operating Budget**

To see if the town will vote to raise and appropriate the sum of \$2,602,235.00 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. The Board of Selectmen recommend this Article. (Majority vote required)

GENERAL ADMINISTRATION	\$101,530.00
TAX COLLECTION, ELECTION, REG & VITALS	\$91,550.00
FINANCIAL ADMINISTRATION	\$84,750.00
REVALUATION OF PROPERTY	\$36,500.00
LEGAL EXPENSE	\$20,000.00
PLANNING & ZONING	\$6,180.00
GENERAL GOVERNMENT BUILDINGS	\$61,600.00
CEMETRIES	\$24,000.00
INSURANCE OTHERWISE NOT ALLOCATED	\$212,000.00
ADVERTISING & REGIONAL ASSOCIATIONS	\$3,500.00
POLICE DEPARTMENT	\$455,675.00
FIRE DEPARTMENT	\$105,885.00
LIFE SQUAD	\$75,850.00
BUILDING INSPECTION/CODE ENFORCEMENT	\$10,000.00
EMERGENCY MANAGEMENT	\$5,000.00
PUBLIC SERVICE-DISPATCH & COMM	\$49,600.00
HIGHWAY & STREETS	\$541,000.00
STREET LIGHTING	\$14,000.00
SOLID WASTE DISPOSAL	\$309,155.00
HEALTH ADMIN	\$1,000.00
WELFARE	\$34,800.00

PARKS & RECREATION	\$22,500.00
PUBLIC LIBRARY	\$60,200.00
PATROTIC PURPOSES	\$1,000.00
ECONOMIC DEVELOPMENT	\$5,000.00
LONG TERM BONDS & NOTES	\$134,330.00
INTEREST ON LONG TERM NOTES	\$30,630.00
INTEREST ON TAX ANTICIPATION NOTE	\$5,000.00
ROAD IMPROVEMENTS	\$100,000.00
<b>TOTAL OF \$2,602,235.00</b>	

**Moved by Scott Champagne, seconded by Arthur Boutin**

**Scott Champagne**-there were not a lot of people that came to our budget hearings. The health insurance rates have increased. We gave all employees a 4% increase in pay. We reevaluated the pay for the Police Department at the end of last year and they got raises to bring them to what the other area departments are paying so we stop losing people. As you may know, our Police Chief did leave. He did not go to another agency he left law enforcement. There was an increase in about every outside service and contract.

**Donna Northrop**-What is Financial Administration?

**Scott Champagne**-Under Financial Administration is the cost for the Town Web Page, Greg Colby (Accounting Expert), auditors, public notices, postage, equipment in the office, computers, and copiers.

**John Northrop IV**-What is under patriotic purposes?

**Scott Champagne**-Flags at the cemetery.

**Yes-Ayes have it, Article PASSED**

#### **Article 07 Wastewater Budget**

To see if the town will vote to raise and appropriate the sum of \$276,475 for the operation and maintenance of the Lisbon Wastewater Department operations. Funds to be raised from user fees and no amount to come from taxation. The Board of Selectmen recommends this Article. (Majority vote required)

**Moved by Scott Champagne seconded by Arthur Boutin**

**Scott Champagne**-This is the cost of running the sewer system. No real increase from last year. The users of the system cover this cost.

**Yes-Ayes have it, Article PASSED**

#### **Article 08 Water Department Budget**

To see if the town will vote to raise and appropriate the sum of \$187,625 for the operation of the Lisbon Water Department. Funds are to be raised from user fees, no funds from taxation. The Board of Selectmen recommends this Article. (Majority vote required)

**Moved by Scott Champagne seconded by Brian Higgins**

**Scott Champagne**-The users of the system cover the cost of running the system. Because of the Articles that were passed last year and with the grants we have received we have been able to do some testing through Horizons in Littleton to find out what type of filtration will be needed for our new water filtration system. The new system will cost approximately five million dollars. Maintenance cost of the new system should not be a lot. The system should take care of a lot of the Manganese and Iron. The project will hopefully start this summer with the

expansion of our chemical building which is down off Valley View Drive. The new filters will go into this enlarged building.

Tom White-Scott, can you elaborate on what the million-dollar grant and how often is the PH tested.

Scott Champagne-The PH is evaluated daily. Soda Ash is added. Currently it is done by hand. The new system will be automated so things will be more consistent. The grant is one of many that we applied to for this project. The Governor and Council just recently approved this grant.

Jim Ingerson-Is this going to eliminate the rust?

Scott Champagne-Approx 3 miles of pipe is to be replaced on Pearl Lake and Brummer road.

Tom White-The water is good, but can we look at something other than chlorine?

Scott Champagne-We wish but DES makes us use it. One of our goals with the new system is to be able to use less chlorine.

**Yes-Ayes have it, Article PASSED**

#### **Article 09 Fund Capital Reserve Accounts**

To see if the Town will vote to raise and appropriate the sum of \$62,000 to be added to the following Capital Reserve/Expendable Trust Funds previously established:

Highway Equipment (CR) - \$10,000  
Fire Equipment and Building (CR) - \$10,000  
Police Equipment (CR) - \$5,000  
Life Squad (CR) - \$5,000  
Transfer Station Equipment (CR) - \$5,000  
Master Plan Update (CR) - \$7,000  
Library Building Improvement (CR) - \$10,000  
Building Clean Up (ETF) - \$10,000

The Board of Selectmen recommends this Article. (Majority vote required.)

**Moved by Scott Champagne seconded by Arthur Boutin**

Scott Champagne-This is something we do every year. We wish we could put more into Capital Reserves, but we also look at our tax rate and know it is too high. We must start somewhere, and these amounts are what we believe we can do.

**Yes-Ayes have it, Article PASSED**

#### **Article 10 Community Service Agencies**

To see if the town will vote to raise and appropriate the sum of 8,200.00 for the purpose of funding for the following Community Service Agencies. The Board of Selectmen recommends this Article. (Majority vote required)

North Country Home Health/Hospice	\$1,500
Tri County Community Action	\$ 500
Bridge House	\$ 500
Grafton County Seniors	\$2,000
Lisbon Main Street Program	\$3,000
Good Shepherd Food Pantry	\$ 500
Pathways Care Center	\$ 200
<b>Total</b>	<b>\$8,200</b>

**Moved by Scott Champagne seconded by Brian Higgins**

**Scott Champagne**-We review the requests that come to the Board. The requests are usually for more than what we give. We go through the list to look at what groups requesting money give the most assistance to the Lisbon Residents.

**Jeffrey Jones**-Why isn't ACHS on the list?

**Scott Champagne**-If they did not put in a request or if they did not request their previous years approved funds in writing then they will not be put on the list. We need a written request from the group for the approved amount for our auditors.

**Yes-Ayes have it, Article PASSED**

**Article 11    Transfer to Bridge Maintenance CRF**

To see if the Town will vote to raise and appropriate the sum of \$39,084 to be added to the Bridge Maintenance Capital Reserve Fund previously established. This sum comes from unassigned fund balance NO amount to be raised from taxation.

This represents the money received from the State of NH, One Time DOT Municipal Bridge Maintenance payment from 11-08-2023 (Majority vote required)

Board of Selectmen recommends this Article.

**Moved by Scott Champagne seconded by Arthur Boutin**

**Scott Champagne**-We are not raising this money by taxation. We have already gotten the money from NH DOT for this purpose. It is sitting in our General Fund but until the Towns people vote on it, we cannot move it into this fund.

**Yes-Ayes have it, Article PASSED**

**Article 12    Transfer to Bridge Maintenance CRF**

To see if the Town will *vote* to raise and appropriate the sum of \$40,000.00 to be added to the Bridge Maintenance Capital Reserve Fund previously established. This sum comes from unassigned fund balance NO amount to be raised from taxation. (Majority *vote* required)

The represents One time Grant Monies (ARPA) via Grafton County received 07-27-2023 for Streeter Pond Road Bridge. (Summer 2024)

Board of Selectmen recommends this Article.

**Moved by Scott Champagne seconded by Brian Higgins**

**Scott Champagne**-This money is from a grant we applied for through Grafton County. We applied for \$50,000 but only received \$40,000. We do not know why we did not receive the full amount. Our intended use of the grant money was to put towards repairing one of our bridges. We have two on the red list, School Street Bridge, Plains Road Bridge. The Streeter Pond Road Bridge had damage to an expansion gap. Our Highway Department will be working with Winterset this summer to repair this bridge. We will try to schedule it for when school gets out. The approximate total cost to fix this bridge is \$200,00. With this grant and the money, we have in the Capital Reserve account we will not need to raise taxes for this project. The Plains Road bridge will be repaired by our Highway Department.

**Doug Brown**-What is the anticipated closure time?

**Scott Champagne**-1 month

**Rob Ayotte**-Was this put out to bid?

**Scott Champagne**-We have checked with a few companies we use, but Winterset has the time for the job.

**Yes-Ayes have it, Article PASSED**

**Article 13 Readopt Optional Veterans Tax Credit**

Shall the Town of Lisbon vote to readopt the Provisions of RSA 72:28, II Optional Veterans Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) is a veteran as defined in RSA 21:50, (2) served not less than 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed in RSA 72:28 V, and continues to serve, or was honorably discharged or an officer who continues to serve or was honorably separated from services. If adopted the credit will be \$500.00, effective April 1st, 2024. (Majority vote required)

The Board of Selectmen recommends this Article.

**Moved by Scott Champagne seconded by Arthur Boutin**

**Scott Champagne-**We received information from the DRA two years ago that if we had this credit, we did not have to do anything. After we did not do anything last year at our meeting the DRA took it away from us. The notice was very confusing. We were not the only Town that missed this. When reviewing this credit, we realized that we gave a lower amount of credit than other area towns, so we decided to increase the credit amount. Our previous credit was \$200.

**Yes-Ayes have it, Article PASSED**

**Article 14 C o n t r a c t Base Fees to Capital Reserve Fund**

To see if the Town will vote to raise and appropriate the sum of \$27,550 to be added to the Lisbon Life Squad/ Lisbon EMS Capital Reserve Fund previously established. This will occur every year until rescinded. No amount to be raised by taxation. (Majority vote required) This money is the amount that is paid by the Towns of Lyman (\$17,550) and Landaff (\$10,000) estimated in 2024 for EMS services. The intent is for this to be done on a yearly basis.

The Board of Selectmen recommends this Article.

**Moved by Arthur Boutin seconded by Brian Higgins**

**Scott Champagne-**The intention of this Article is to get more money into the Capital Reserve accounts to help cover the costs of large equipment and ambulance expenses without having to raise taxes.

**Tom White-**What is the criteria used to establish the fees to come from the other towns? We are charging \$30 per head per their population for EMS response and transport. Each community has been advised that these rates will be increasing.

**Tom White-**Why isn't Landaff being charged the same rate as Lyman?

**Scott Champagne-**Currently we do not transport in Landaff we only go as first responders. We have provided the Landaff Board with the amount it would cost for us to transport and function as first responders. The same rate that we used for Lyman was given to Landaff for these services.

**Yes-Ayes have it, Article PASSED**

**Article 15 C i t i z e n Petition - Second Chance Animal Rescue**

To see if the town of Lisbon, NH will vote to raise the appropriate sum of \$1,000.00 for the Second Chance Animal Rescue. Second Chance Animal Rescue is a nonprofit that provides care and shelter for abused and abandoned cats and kittens. Second Chance Animal Rescue also sponsors monthly low cost Spay/Neuter clinics for both dogs and cats.



Majority Vote Required

Moved by Janice Johnston seconded by Judy Northrop

Janice Johnston-Vet care is out of sight right now. We receive many cats/kittens that are surrendered, abandoned, abused. We take care of the animal from start to finish. It costs us \$100 per cat for spaying/neutering, vaccinations, Leukemia testing and micro chipping. This amount does not consider any money that may be spent if the animal must go to the vet. Vet bills are incredibly high and there are not very many vets around anymore and they are hard to get into. We offer spay/neuter clinics twice a month. We have waiting lists 9 months to a year.  
Chief Derek Sullivan-This is a great service. The Police Department has used them on numerous occasions.

Yes-Ayes have it, Article PASSED

**Article 16 Transact other business.**

To transact any other business that may legally come before this Meeting.

Matthew Champagne-I know the Town Clerk moved from the Town Hall to the Fire Station a year ago. Looking to see what the status is of that. Is there a plan moving forward?

Scott Champagne-The Board is still discussing that and the assorted options we have. We just have not agreed upon anything yet.

Tom White-I would like to thank the Selectboard for all you are doing. Five or six years ago the Town was in turmoil, and I think this Board has done an excellent job. I would also like to capitalize on a previous statement. I do recommend that for any capital expenditure we get three bids from any potential contractors.

Craig Myers-What was the finding on the Regional Police Department Study?

Scott Champagne-If you go to the Lisbon Police Department web page which can be found on the Town's web site you will be able to read the committee's findings.

There are also some printouts by the door if you would like to take one. In summary it was determined that it would not be feasible for Lisbon to be part of a regional department with just two other towns. It would be more expensive for us so we did not feel it would be proper to bring it forth to the taxpayers.

Craig Myers-What is the status of repairing the School Street Bridge retaining wall that was approved a few years ago?

Scott Champagne-Prices went up drastically and we would not have been able to afford it. The money has not been spent. At this point we are looking at doing the repairs when the School Street Bridge gets done. The School Street Bridge is on the "red list."

Craig Myers-The Town Hall used to be painted regularly. I believe it would often be done one side at a time. Has there been any discussion about painting it again? It is starting to look rough.

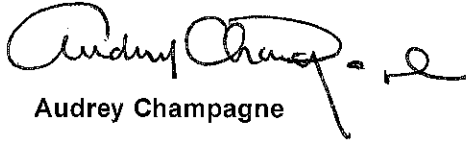
Scott Champagne-We have money in the budget for the maintenance of governmental buildings. Currently there are no plans for painting. As we referenced before we are looking into options for the Town Hall and Town Offices. The stairs are deteriorating badly. Krystle, Audrey, and I have fallen up them and down them. It is not a good situation.

Katrine Barclay-Member of the Conservation Commission. We will have blue bags available starting on Earth Day forward for trash pickup. There are flyers on the table. The bags can be picked up from Audrey at the Town Office. If you can pick up trash on your street or neighborhood or anywhere you see it that would be great. It is a wonderful way to keep our Town looking nice. Any help would be appreciated.

Scott Champagne-Any of the blue bags can go to the Transfer Station or you can notify us, and we can pick them up. There is no cost if the trash is in the blue bag. Please do not put your regular trash in the blue bags. We thank everyone that has picked up the roadside trash. It really makes a big difference.

8:30 PM Meeting is Adjourned

A True Copy, Attest  
Town Clerk

A handwritten signature in cursive script, appearing to read "Audrey Champagne", followed by a small horizontal flourish.

Audrey Champagne