

Town of Lisbon, NH

PO Box 222, Lisbon, NH 03585
ph: Town Clerk: (603)838-2862 | Selectmen's Office: (603)838-6376
fx: (603) 838-6790

Board of Selectmen Minutes 02/20/2012

Town of Lisbon

Selectmen's Meeting Minutes
Meeting Date: February 20, 2012

Selectmen Present: Ruth Robar (RAR), Mike Carver (MC), David Trahan (DT) absent
Town Administrator: Regan Pride (RP)
Administrative Assistant: Barbara Menchin (BM)

RAR opened the meeting at 4:00 pm
Bills and manifests were approved. RAR made a motion to accept the minutes of the Board's February 13, 2012 meeting minutes MC 2nd, so voted all.

SELECTMEN MATTERS:

The Board will be meeting on Tuesday, February 21, 2012 at 2:00 PM to discuss the 2012 proposed budget and warrant articles.

ADMINISTRATIVE ASSISTANT:

BM spoke to the Board regarding the minutes of the Budget Hearing dated February 6, 2012. BM requested clarification on the answer to the question regarding why there was an increase in the Financial Administration Department when the actual expenditure in 2011 was below the budget amount by more than \$8,000.00. The answer had been given that money was added for the wage increase for the bookkeeper and there was a need to add \$2,000.00 for an audit of the town clerk's office after the election. RP, for clarification, submitted the following change: The surplus in this line was more like \$6,200.00. Money was added in the following areas: a 2.5% wage increase for the bookkeeper, auditing and accounting for an audit of the town clerk's office after the election, software support and postage. The Board approved the change.

BM informed the Board that the town custodian left a note with her regarding the condition of the town building after a recent basketball practice. The curtains in the ladies room had been pulled down, there were papers strewn in the hall, food in the big hall and generally a mess. BM further noted that one of the children had opened the ladies room window allowing a cold breeze to come through the building. Also, lights have been left on at night. MC requested RP to contact the coaches stating that being able to be in the Town Hall for basketball practice was a privilege not a right and if this continues, the hall will be closed for basketball practice and games.

TOWN ADMINISTRATOR:

RP submitted a letter to the Board from the Department of Environmental Safety (DES) about the town being in non-compliance with the Hazardous Waste Coordination Reporting System, which needs to be done every three years. RP will contact Pemi-Baker district for assistance in filling out the form.

RP discussed employee illnesses with the Board.

RP talked to the Board about the 504 Self Evaluation Plan for handicap accessibility. RAR made a motion to adopt the plan, MC 2nd, so voted.

RP stated he had a recent tour of the Lisbon Inn. The improvements appear to be progressing nicely. When the building is completed, there will be new subsidized housing for the elderly and disabled.

RP discussed the letter he received from AHEAD requesting payment in lieu of taxes. As the application still needs to be completed, the Board stated they would wait until complete before making a decision.

RP opened the sealed bids on quotes for a dump body for the proposed 1-ton truck. HP Fairfield quoted \$36,335.00 and Tenco quoted \$32,987.00. The Board requested RP to forward the information to Mr. Kevin Clement (Lisbon Department of Public Works). No decision was made.

RP informed the Board that the Lisbon Life Squad business telephone line is now up and operational.

RP spoke to the Board regarding replacing the two present photocopy machines for a color printer in the Selectmen's office. BM noted the present copy machine does color for up to legal-sized paper and the other machine is black and white which handles various sizes of paper. Due to the fact BM and RP use the machines at the same time, one machine would not be adequate for the office. After discussion, the Board requested BM and RP to discuss their needs and the Board would go along with their decision.

RP gave a report on the recent Department Head meeting and some of the concerns regarding sick pay.

RP informed the Board there might be a need to change the dollar amount in the Highway Department, as there could be a change in the insurance needs of one of the employees. The Board discussed various ways of introducing the possible increase. The Board stated they would like to discuss this further.

RP stated Mr. Peter Nightingale (Town Moderator) would attend the March 5, 2012 meeting to go over the warrant articles.

As there was no further business, MC made a motion to recess, RAR 2nd.

Meeting recessed 6:45 PM