

# Town of Lisbon, NH

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## Board of Selectmen Minutes 06/11/2012

### Town of Lisbon

Selectmen's Meeting Minutes  
Meeting Date: June 11, 2012

Selectmen Present: Ruth Robar (RAR), Peter Nightingale (PN), Michael Carver (MC)  
Town Administrator: Regan Pride (RP)  
Administrative Assistant: Barbara Menchin

RAR opened the meeting at 4:00 pm

Bills and manifests were approved. MC made a motion to accept the minutes of the June 4, 2012 Board meeting, PN 2<sup>nd</sup>, so voted.

#### **SELECTMEN MATTERS:**

The Board received a request from Mr. Conrad Farnham for payment on a bill he submitted for repairs to the Police Department. The Board stated they would pay the check this time in advance of signing the manifest, however, it was a one-time deal.

The Board requested RP to be available on Tuesday, June 19, 2012 for lunch.

The Board requested RP to contact Lisbon Main Street to have them contact BM regarding the scheduling of their meetings at the Railroad Station. The Board request BM to notify Mr. Roger Robar of any scheduled events at the Railroad Station for cleaning purposes. BM will handle the requests for rental of the Railroad Station and Town Hall and Ms. Jennifer Trelfa (Town Clerk/Tax Collector) will maintain the town web site.

The town postage meter was discussed and how to keep enough money on it to handle certified mail and billing that the Town Clerk/Tax Collector may need. It was decided to have Ms. Trelfa notify BM prior to needing postage so that BM could make sure there would be enough postage on the meter without having to use the town credit card.

The Board requested RP to talk to Mr. Terrence Welch regarding flushing of the fire hydrants.

The Board asked RP if he had finished the Safety Manual. RP stated he was working on it.

RP stated he had gotten further information from the Home Partners Painting Contractors but had not yet heard from Mr. Rob Brooks. The Board requested RP to speak with Home Partners regarding their pricing.

#### **TOWN ADMINISTRATOR:**

RP proposed that the Board should flat rate water bills on the Barbara White residence in the future due to the water main freezing in the winter.

RP spoke about the Legislative Bulletin.

RP informed the Board about a recent Emergency Management exercise. RP did the exercise with the assistance of Officer Brandon Walker.

RP informed the Board that he did not find any grants for painting the town hall.

RP discussed outstanding loans and interest rates.

RP received a spreadsheet from Carol Coppola (Coppola/Rockburn Accounting) regarding the Town's fixed assets. She also requested the Board to review policies that need to be approved by the Board.

**DEPUTY TOWN CLERK:** Suzanne Tavernier

ST approached the Board regarding needing their signatures for civil forfeiture of dogs that have not yet been licensed. To date, there are 64 dogs that have not yet been registered. Letters will go out to inform the dog owners on June 20, 2012. The Board signed the request.

**PUBLIC INPUT:** Nancy Decoteau

Ms. Decoteau spoke to the Board regarding her experience in Town Government. She stated she had been Town Administrator for the Town of Warren for 5 years and that her husband is presently Town Manager for Waterville Valley. She left the Town of Warren in 2000 due to personal issues. She worked 20 hours per week in that position. The Board asked various questions regarding the Town Administrator's role in Lisbon and if she felt she could accomplish the task. She stated she was confident she could do the work and that she would contact the Board by Friday, June 15, 2012 with an answer regarding compensation, hours and if she wanted to work for Lisbon. She would be a non-employee working as "contracted service".

MC moved to enter non-public session per RSA 91-A:3 II (c) for the purpose of discussing a personnel issue. PN 2<sup>nd</sup>. All members voted in favor taking RP and BM with them.

Resumed public session. RAR moved to seal the minutes. PN 2<sup>nd</sup>. So voted.

As there was nothing further to discuss, MC made a motion to recess, RAR 2<sup>nd</sup>, so voted all.

Meeting recessed 8:00 pm.