

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 07/23/2012

Town of Lisbon

Selectmen's Meeting Minutes
Meeting Date: July 23, 2012

Selectmen Present: Ruth Robar (RAR), Michael Carver (MC), Peter Nightingale (PN)
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 July 16, 2012 Board meeting, PN 2nd, so voted.

SELECTMEN MATTERS:

MC moved to enter non-public session per RSA 91-A:3 II (c) for the purpose of discussing a Buffington Fund application. PN 2nd. All members voted in favor taking BM with them.

Resumed public session. RAR moved to seal the minutes. MC 2nd. So voted

The Board discussed the contract with Carol Coppola & Associates regarding the part-time town administrator's position. MC made a motion to accept the contract, PN 2nd, so voted. Mr. Joe Wiggett (employee of Carol Coppola) will spend 15 hours per week in the Town of Lisbon. His hours will be 8:00 am to 12:00 pm and 12:30 pm to 5:00 pm on Monday. Tuesdays, he will be in the office from 8:00 am to 12:00 pm and then from 12:30 pm to 3:00 pm. He will be starting Monday, August 6, 2012.

The Board discussed a contract/deed that was made in 2007 that would prove ownership of a building in the town. As the deed was never recorded, the Board requested BM to contact the attorney who created the deed to see if he could offer some information to verify ownership.

DEPARTMENT HEAD: Kevin Clement (Department of Public Works)

KC notified the Board that paving would be starting on Monday, July 30 and that this should take approximately one week.

KC spoke to the Board about hydrant flushing.

KC presented the Board with an email reply to a resident of Water Street regarding why the town would not be replacing the sidewalks in that area.

The Board thanked BM for her assistance during the period of time the Town did not have a Town Administrator.

ADMINISTRATIVE ASSISTANT:

BM gave the Board the latest quote on repairs to the Town Hall electrical system. The Board stated they would pay the current bill and the request for an over-head fan in the Selectmen's office would be discussed at budget time.

The Board requested BM to contact Attorney Shawn Tanguay regarding a Town-owned property located on School Street.

BM informed the Board that on two occasions, the main Town Hall Door has been unlocked upon her arrival. One time when entering the Selectmen's office, it was noted her computer was on but could not get beyond the password. Another time, her office door was open and the lights were on. The Board discussed options.

PUBLIC INPUT: Rob Brooks (painting contractor for the Town Hall)

Mr. Brooks spoke to the Board regarding the painting being done on the Town Hall. The building has the original wood on the side and in some places there is dry rot and others just rot. He recommended the building not be painted again as the exterior is in very bad condition and probably wouldn't be cost effective.

PUBLIC INPUT: Florence Webb (Lisbon Main Street)

FW spoke to the Board regarding the keys she had made up for the Railroad Station. The Board stated as the Railroad Station is a Town-owned property, keys need to be kept track of. RAR stated she would have Mr. Roger Robar etch numbers into the keys so that when the keys are distributed, the Town would know who has the keys.

FW stated she received a letter from Public Service New Hampshire stating Main Street had received a grant so that it could continue Biz News.

FW told the Board that she and Mr. Peter Loesher have been working together trying to get the medical building staffed. Mr. Loesher hopes to be able to speak with CEO Warren West of Littleton Regional Hospital within the next couple weeks. She further stated that if Littleton Regional Hospital didn't want to come back to Lisbon, they would approach Cottage Hospital and then Dartmouth Hitchcock. FW would like a letter of support from the Town. PN stated he would write that letter and present it to the Board for their approval.

PUBLIC INPUT: Brenda Aldrich (Sugar Hill Post Office)

Ms. Aldrich spoke to the Board regarding the closing of the Sugar Hill Post Office. She requested the Board to write letters to senators and congressmen's stating the rural post office is important to communities and small towns need a local post office.

DEPARTMENT HEAD: George Stevens (Lisbon Fire Department Chief)

GS spoke to the Board regarding a recent conversation he had with a landowner who may be willing to sell his property for the possible Fire Station.

DEPARTMENT HEAD: Terrence Welch (Welch's Water and Wastewater)

TW spoke to the Board regarding new mandates the State is imposing. He stated the Town needs a physical map for shut-offs and where the pipes, etc are all located. He stated he would need Mr. Kevin Clement's (Department of Public Works) assistance to be able to accomplish this. He further stated the need to have it completed within six months.

TW stated it took him 47 hours to flush the hydrants in town. He further stated that he was able to repair one chlorine injection pump during this process.

The Board discussed the two bids received regarding the roof repairs for the Water Treatment Plant. The Board requested TW contact Charlie Siggins to make sure he has contractor's insurance and that BM would also need his tax information.

As there was nothing further to discuss, MC made a motion to adjourn, PN 2nd, so voted all.

Meeting adjourned 7:00 pm.