

# Town of Lisbon, NH

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## Board of Selectmen Minutes 10/22/2012

### Town of Lisbon

Selectmen's Meeting Minutes  
Meeting Date: October 22, 2012

Selectmen Present: Ruth Robar (RAR), Peter Nightingale (PN), Michael Carver (MC)  
Town Administrator: Joe Wiggett  
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 October 8, 2012 Board meeting, RAR 2<sup>nd</sup>, so voted.

#### **SELECTBOARD:**

On October 15, 2012, the Board held their regular meeting.

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

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

After the non-public session, the Board adjourned at 5:30 pm.

The Board will be meeting with Mr. Fred Garofalo (Lisbon/Lyman/Landaff Recycling Center) on Tuesday, October 23, 2012 regarding his 2013 budget.

The Board requested BM to write a check to the Profile Region Cable Television Consortium.

There will be no Department Head meeting on November 6, 2012.

RAR spoke to the Board regarding software that could be purchased through Cartographic of Littleton. It was decided that since it wasn't an urgent need, to forego the purchase until possibly 2014.

The Board requested JW to speak with Attorney Shawn Tanguay regarding the Cemetery Association.

#### **TOWN ADMINISTRATOR:**

JW has placed a call to Presby Construction to get an estimate on replacing the roofs for the Wastewater buildings. JW has not received a reply to date.

JW and Mr. Kevin Clement (Department of Public Works) have received a quote to remove five underground oil tanks. An engineer would have to be hired to test for contaminates. All five tanks could be removed in one day. The Department of Public Works would open the tops, and then the contractor would pull the tanks out of the ground. The Department of Public Works would fill in the remaining holes. The quote was for \$11,500 by Dan Culligans Company. The Board requested JW to contact Mr. Terrence Welch (Welch's Water and Wastewater) for budget information to see if it would be possible to remove the tanks at this time.

JW spoke to New Hampshire Retirement System regarding if a stipend needed to go into the retirement system. The person he spoke with stated it was not part of the retirement system. BM, when writing the stipend check, will remove all New Hampshire Retirement categories.

The Board requested JW contact Mr. Tom White (Lisbon Lions Club) regarding the budget for the swimming pool employees.

JW requested an increase of 5 hours per week during the preparation of the 2013 Budget. The Board approved.

**ADMINISTRATIVE ASSISTANT:**

The Board requested BM to speak with Ms. Jennifer Trelfa (Town Clerk/Tax Collector) regarding appointment letters and years of appointments.

**DEPARTMENT HEAD:** Jody Gagnon (Lisbon Life Squad)

JG spoke to the Board regarding purchasing new pagers. She stated the old ones were in bad need of replacement and that she found a discounted price for new. The Board stated that if she has enough money left in her budget then she should purchase whatever amount of pagers she has money for.

JG requested there be 2 parking spaces designated for emergency vehicles. The Board approved this request.

MC made a motion to recess, PN 2<sup>nd</sup>, so voted all.

Meeting recessed 6:10 pm.

Meeting resumed 12:30, Tuesday, October 23, 2012.

The Board spoke with Mr. Fred Garofalo (Lisbon/Lyman/Landaff Recycling Center) regarding his 2013 budget.

**DEPARTMENT HEAD:** Jennifer Trelfa (Town Clerk/Tax Collector)

JT spoke to the Board regarding a resident who had been making payments to catch up on his back taxes. As the resident was falling behind in his other bills, JT requested the Board to bring the monthly payments from \$600.00 to \$400.00. The Board approved but said they would like to review the payments in 3 months.

MC made a motion to adjourn, RAR 2<sup>nd</sup>, so voted all.

Meeting adjourned 3:00 pm.