



**TOWN OF LISBON, NEW HAMPSHIRE
INCORPORATED 1763**

**Board of Selectmen's Meeting
Monday April 16, 2018
6:30 pm
Rail Road Station**

PRESENT: Scott Champagne, Selectman-Chair; Brian Higgins, Selectman; Arthur Boutin, Selectman; Sharon Penney, Town Administrator; Krystle Dow, Administrative Assistant; Audrey Champagne, Treasurer

PUBLIC: Roy Norton

Approval of minutes from April 10th BOS meeting: Arthur Boutin made a motion to approve the April 10th BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

Arthur Boutin made a motion to approve the April 10th Non Public BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

Water/Wastewater Building-Crushed Conduit: There is a crushed metal conduit that currently holds the BCN telephone line. Spectrum can put in an overhead line. Scott Champagne (Chair) has already spoken with Kevin Clement (Road Agent) and he did not see a problem with it. Scott stated he would call Spectrum on Tuesday and let them know of the board's decision. Arthur Boutin made a motion to approve and have Spectrum run the line. Brian Higgins seconded the motion. All were in favor of the motion.

Scott Champagne also stated that the voltage regulator part for the backup pump house generator came in and it has been fixed.

Special Event and Request for Use Applications: Lisbon Main Street filled out a special event application for the Lilac Festival which the board approved. Lisbon Main Street also filled out another special event application for the Lisbon Lilac Festival raffle which the board approved. Lisbon Main Street has filled out a Request for Use of the Town Hall for the Lilac Festival as they will be holding a talent show at the town hall. All board members approved the application and waived the fee for the use of the town hall. Melissa Burgess filled out a request for use of the Rail Road Station in reference to a fund raiser for the Relay for Life race that is being held during the Lilac Festival. All board members approved and waived the fees.

Intent to Cut-Signatures Needed: An Intent to Cut application was submitted for Parker Hill Road, Map R4 Lot 4. The company logging is C&S Logging out of Jefferson NH. All board members signed the Intent.

Update on 120 School Street: Mr. Norton came before the board. He stated that all his trash is gone and he has taken 4 dumpsters full of garbage away. Scott Champagne (Chair) stated he has seen that they have begun demolition of the barn and asked Mr. Norton who was doing the work. Mr. Norton informed the board that he and his mother were doing the demolition. He stated they rented the equipment to do it. The board gave Mr. Norton until April 30, 2018 to have the barn cleaned up or fines will start to accrue. Mr. Norton stated the he is no longer going to make this an in-law apartment as his mother doesn't want to be bothered with it due to the last zoning board meeting they attended. The board asked Mr. Norton to get back in touch with Chris Hodge (Building Inspector).

Mr. Norton also stated the he is behind in his taxes and didn't know who he was to see in reference to this issue. Scott Champagne (Chair) informed him that he would need to speak with Jennifer Trelfa (Tax Collector) and set up a payment plan as the board doesn't usually deny anyone who is willing to pay.

Emergency Management Director-Discussion: Scott Champagne (Chair) had sent an email to Thomas Demers (current EMD Director) in which Mr. Demers replied he feels that Susan should be able to take on the

roll. Mr. Demers states that due to running a business he would not be able to give day hours and he feels Susan could work on some of it apart from being a full time paid position. He feels Susan can manage the program. He then stated if this is not something the board wants to do then he would have to give up the position. Scott Champagne (Chair) sent Mr. Demers a response to his email and said he was not sure who Susan is but Sharon the TA doesn't have enough time as she is P/T 30 hrs a week. The board discussed this and Arthur Boutin made a motion to allow Thomas Demers to resign and appoint Scott Champagne Director of Emergency Management. Brian Higgins seconded the motion. All were in favor of the motion.

Audrey Champagne-Treasurer: Audrey Champagne (Town Treasurer) came before the board with signature cards for the new Fire Station/EMS/EOC building checking account. Arthur Boutin and Brian Higgins signed. Scott Champagne recused himself.

Audrey came before the board with the Library Resolution account that needs signatures. The reason for the resolution is that the Library uses the town's EIN #. This acknowledges that the town is aware the Library holds an account and uses the towns EIN #. Audrey Champagne will have access to print off library financial statements and review the account for auditing purposes however she doesn't directly handle the account.

Audrey came before the board as a member of the Life Squad. She had applied for a Homeland Security Grant which is used for gear in reference to a mass causality (mass shooting) event. Audrey shared the good news that the life squad has been awarded the grant in the amount of \$6,000.00. This grant is for protective gear such as helmets, goggles, vests, airways and so on. Audrey will put together a "wish list" and present it to the board at next week's meeting. She will try to get as much equipment as she can for the \$6,000.00. **CONGRATULATIONS TO AUDREY!!!**

Town Administrator Updates: Sharon Penney (Town Administrator) stated that John Branagan from Affinity sent her an email stating he heard back from Eversource on the streetlight inventory and he stated the town has a choice to make on three of the lights. John stated no one has been paying for these three lights and Eversource needs to either add them or remove them from the ledger. The board stated the map was a little confusing and they wanted to Sharon to follow up with JB and get the exact

number of lights in town as the map looks like some may overlap. The board did all agree to take over lights 5, 4, and 1 noted in Mr. Branagan's email as they are located at dangerous intersections.

Sharon stated that Alexis Rastorguyeff from DES (Department of Environmental Services) met with her and Scott in reference to the municipal sewer ordinance update. Sharon stated that the template that DES has provided is the one the town will need to use. Scott Champagne (Chair) stated Alexis had the template on a thumb drive and all Sharon needs to do is go through it page by page and fill in the proper information.

Sharon stated that Rob Lauricella sent her a follow up email in reference to a 4-gas meter reader that is needed. Sharon stated she was unsure of where the process of getting one was now. The board had previously approved the purchase. She read from a January email that the discussion ended with the fire department's input on the proposed meter. The Board requested that Zac get in touch with Greg Hartwell and order one through him as the town will get a discount.

8:02PM Arthur Boutin made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion.

NEXT BOS MEETING: April 23rd @6:30 at the Rail Road Station.

Respectfully submitted by Krystle Dow

Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved on: 4/23/2018