



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

**Board of Selectmen's Meeting
Monday April 2, 2018
6:30 pm
Rail Road Station**

PRESENT: Scott Champagne, Selectman-Chair; Brian Higgins, Selectman; Arthur Boutin, Selectman; Sharon Penney, Town Administrator;; Jennifer Trelfa, Town Clerk/Tax Collector;

Approval of minutes from March 26th BOS meeting: Arthur Boutin made a motion to approve the March 26th 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 March 26th Non Public BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

Email from Highway-Power Outage: Krystle Dow (Admin Assistant) had received an email in reference to last Friday's power outage. Kevin Clement (Road Agent) stated that he did not have phones. Scott Champagne stated that once there is power to the building (even with generator running) phones should be working. Scott stated he was not sure if generator was on and not sure why there is no internet. An email was sent to Alex Jensen and Brian Gee to see why the town garage didn't have internet if the town hall did.

There was also mention of the generator at the Bath Road station and how the generator runs but doesn't produce enough wattage to power the

pumps so when the power went out Zac had to call Schofields and have them come pump. Sharon Penney (Town Administrator) asked if there can be a rental in the interim and she asked if someone is going to be trouble shooting the old generator. Arthur Boutin (Selectmen) stated that someone needs to come check it out. Zac (Utility Partners) contacted Powers Guaranteed Generators in reference to the rental of a generator and it is \$495.00 weekly. The town needs to have a three phase generator that way it will put out enough power to run what it needs to. There are no spares amongst the town. Scott Champagne asked Sharon Penney to get in touch with Zac and find out if they could give a generator on standby or do they bring it up and it just sits. Scott Champagne stated that Zac has a manual to the original generator and that a copy should be sent to JA Corey to see if they can look at it and if not then see if Powers can look at it. Arthur Boutin will get a copy of the manual to JA Corey.

Handbook Call Out Time: Kevin Clement (Road Agent) stated that he usually calls his guys in at 3am and they have until 4am to be at work. The board discussed making from 9:30 pm – 2:30 am three hours of call out time and any other time after that is two hour call out time. Arthur Boutin made a motion to change the call out hours in the handbook as referenced above and Brian Higgins seconded the motion. All were in favor of the motion.

Building Inspector: The board reviewed the building inspector's contract. The hourly amount changed from \$25 a hr. to \$27 an hr. The town covered his liability for one term but has informed him that he will now need to cover his own liability insurance. After review of the contract the board needed the dates to be changed and add health inspector. Brian Higgins made a motion to accept the contract with changes and Arthur Boutin seconded the motion. All were in favor of the motion.

MS-232 Signatures Needed: The board reviewed the MS-232 which is for appropriations that were approved at town meeting. All members signed the MS-232.

Veteran's Application: The board was given a veteran's application about a month ago. The board has asked for additional information. The applicant has now supplied the board with additional information such as the DD214. The application was reviewed and the applicant was within the dates required. Scott Champagne made a motion to approve the

application and Brian Higgins seconded the motion. All were in favor of the motion.

Notice of Intent to Cut: A Intent to cut was submitted for property on Parker Hill Road. Errol Peters will be the logger. The board reviewed and signed the intent.

Notices of Intent to Excavate: There were four Intent to Excavate forms that were turned in. The board reviewed all intents and on the first three the road has changed from Oregon Rd. to Perch Pond Road and on the fourth form there is missing information. All forms need to be corrected and re-submitted.

Oath of Office: Jennifer Trelfa (Town Clerk) had an Oath of Office for the board to sign allowing Katie Choate to be the deputy treasurer which was voted on and passed the week before. All board members signed.

Review of TAN paperwork in reference to Fire Station Bond: The board reviewed the paperwork that was provided to them by Woodsville Guaranty Savings Bank. Scott Champagne doesn't like the way the second paragraph is worded. He stated that equal annual installments needs to be clarified as it should be different amounts each year. He stated they need to show a breakdown of payments. He will be in touch with the bank to get this corrected.

Town Administrator Updates: Sharon Penney (Town Administrator) asked who was going to be in contact with JA Corey in reference to the generator. Arthur Boutin (Selectmen) stated that he was going to contact JA Corey and he will update Sharon as needed.

Sharon stated that she met with John Branagan from Affinity Lighting. He came with fixtures and showed her the GIS mapping. John stated he would be getting in touch with Eversource on a few questions and should have the final report to Sharon shortly.

Sharon stated that Alexis Rastaguyeff from DES (Department of Environmental Services) will be here April 11, 2018 to discuss the sewer ordinance.

Sharon stated that the students from PSU (Plymouth State University) are working on creating a video, doing short testimonials, and short interviews on camera.

8:03 PM Scott Champagne made a motion to go into nonpublic to discuss a Buffington Fund Application and Arthur Boutin seconded the motion. All board members were in favor.

8:27PM Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.

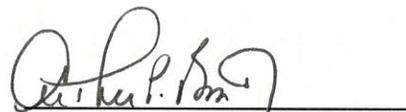
NEXT BOS MEETING: April 10th @6:30 at the Rail Road Station.

Respectfully submitted by Krystle Dow

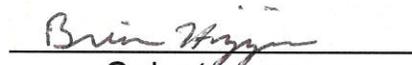
Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved on: 4/10/2018