



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

**Board of Selectmen's Meeting
Monday April 9, 2019
Public Hearing at 6pm Followed by
Selectboard meeting at
6:30PM
Lisbon Railroad Station**

PRESENT: Scott Champagne, Selectman-Chair; Arthur Boutin, Selectman; Brian Higgins, Selectman; Krystle Dow, Administrative Assistant

PUBLIC: Sandra Roberts; Beth Johnson; Rachel Bruce; Rochelle Cacio; All are members of the Lisbon Board of Library Trustees

PUBLIC HEARING: A public hearing began at 6 pm in reference to a CDBG Application for the Lisbon Public Library. Informational packets were available for the public.

The selectmen opened the Public Hearing on Planning Study Handicap Access to the Library. Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for economic development, up to \$500,000 for public facility and housing projects and up to \$350,000 for emergency activities that directly benefit low and moderate income persons. Up to \$12,000 is available for feasibility/planning study grants.

This is a proposed application to the Community Development Finance Authority for up to \$12,000 in Community Development Block Grant Feasibility/Planning Study funds. The funds will be used to retain an architect/engineer to determine the preliminary design and cost estimates to make the Lisbon Library, 45 School Street, handicap accessible.

This project conforms with Lisbon's Housing and Community Development Plan's Goal of: Address handicap accessibility for the Town Hall & Library.

Chairman asked for public comments. No public comments were made. Arthur Boutin made a motion to close the public hearing and Brian Higgins seconded the motion. All were in favor of the motion. The public hearing was closed at 6:05 PM.

At 6:05 PM a Public Hearing was opened on Housing and Community Development Plan. This plan outlines housing and community development goals for the Lisbon.

This plan was last adopted in 2010 and has been updated to reflect items accomplished since then.

Chairman asked the public for comments. No public comments were made. Arthur Boutin made a motion to close the public hearing and Brian Higgins seconded the motion. All were in favor of the motion. The public hearing was closed at 6:07 PM.

At 6:07 PM a Public Hearing was opened on Residential Antidisplacement and Relocation Assistance Plan. This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the Town were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

This project is a planning study, no displacement or relocation will occur.

Chairman asked the public for comments. Brian Higgins made a motion to close the public hearing and Arthur Boutin seconded the motion. All were in favor of the motion. The public hearing was closed at 6:08 PM.

Scott Champagne made a motion to adopt the Housing and Community Development Plan and Arthur Boutin seconded the motion. All were in favor of the motion.

Scott Champagne made a motion to adopt the Antidisplacement and Relocation Assistance Plan and Brian Higgins seconded the motion. All were in favor of the motion.

Scott Champagne made a motion to approve the submittal of the application and vote to authorize the Chairman Board of Selectmen to sign and submit the application and upon approval of the CDBG application, authorize Chairman Board of Selectmen to execute any documents which may be necessary to effectuate the CDBG contract and any other amendments thereto. Arthur Boutin seconded the motion. All were in favor of the motion.

6:30 PM Regular Selectboard Meeting Begun:

Approval of minutes from April 1st, 2019: Brian Higgins made a motion to accept the April 1st minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

Approval of Non-Public minutes from April 1st, 2019: Brian Higgins made a motion to accept the April 1st non-public minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

Request for Use of Town Hall: There was a Request for Use of the Lisbon Town Hall. This is for a Wednesday Night AA meeting group. The

board reviewed the request. Arthur Boutin made a motion to approve the Use of Town Hall form with understanding that the group must set up and clean up after themselves and there be a monthly fee of \$25.00. Brian Higgins seconded the motion. All were in favor of the motion.

Abatement Request for 20 Meadow Street: Jennifer Trelfa (Town Clerk/Tax Collector) left a water/sewer abatement for the board to sign. The town abates 20% of the water and sewer bill because in the winter months the resident must leave water running in their home. After review of the bill the board believes the calculations may be wrong so they will hold off on signing into the issue can be looked into.

Tan Paperwork-Signatures needed: Audrey Champagne (Treasurer) provided the board with Tax Anticipation Note (TAN) paperwork. The town treasurer usually gets a TAN each year for a million dollars incase the town needs it. Arthur Boutin made a motion to sign the paperwork and Brian Higgins seconded the motion. All were in favor of the motion.

Discussion on Purchasing of Extra Light Fixtures: Last year the Town of Lisbon had new street lighting installed. When the installation was complete, we were left extra replacement light fixtures. The town was under the assumption that the replacements that were left contained one of each wattage. After having an issue with a light on Main Street and looking at the replacements that were left it was determined that the town only has replacements that are 25-watts. The board discussed ordering one 100-watt replacement and one 50-watt replacement. Brian Higgins made a motion to purchase a 100-watt and 50-watt fixture and Arthur Boutin seconded the motion. All were in favor of the motion.

Applications: Krystle Dow (Administrative Assistant) stated that she has had applicants for the part-time position for the Admin Office. She stated that she would give it another week or so before reviewing the applications and setting up interviews. She just wanted to let the board know where we were are with the process.

6:55PM Scott Champagne made a motion to go into nonpublic for a Buffington Fund Application and Brian Higgins seconded the motion. All were in favor of the motion.

7:08 PM The board came out of nonpublic and Scott Champagne made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion

NEXT BOS MEETING: April 15, 2019 @ 6:30PM at the Lisbon Railroad Station.

Respectfully submitted by Krystle Dow

Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved
on: 04/15/2019