



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

**Board of Selectmen's Meeting  
Monday August 26, 2019  
Selectboard meeting at  
6:30PM  
Lisbon Railroad Station**

**PRESENT:** Scott Champagne, Selectman; Arthur Boutin, Selectman; Brian Higgins, Selectman; Jennifer Trelfa, Town Clerk/Tax Collector; Krystle Dow, Administrative Assistant

**PUBLIC:** Brett Jock

Approval of minutes from August 19, 2019: Arthur Boutin made a motion to accept the August 19th minutes as written and Scott Champagne seconded the motion. All were in favor of the motion.

Highway Department-Grader Purchase: The Highway Department has been looking at purchasing a used grader. The grader the town currently has is very old and Bethlehem is the only other town in the area that has a grader as old as ours. The grader has been broken down quite a bit and highway had just fixed it and then took it out and a day later something else broke on it. It also has a vibration that they can't seem to find. They are having the towns grader appraised so they will be able to work with figures.

Transfer Station: A discussion was had at the prior weeks board meeting in reference to a price increase, but no decision had been made. Krystle Dow (Administrative Assistant) had sent another email to Landaff asking for

input if they had any and has had no response. The board reviewed the price increase again and two of the three Lyman Selectmen are for the increase. The purpose of the increase is to help offset the rate increases for hauling as the hauling prices have doubled. Scott Champagne made a motion to accept the suggested price increases that Fred Garofalo (Transfer Station Supervisor) suggested and Arthur Boutin seconded the motion. All were in favor of the motion. The increase will go in effect October 1, 2019. Krystle Dow (Administrative Assistant) will post on the town's website, send out as a public notice and post on door to town hall. She will also send to Lyman and Landaff.

Discussion on Assessing-: CNP the town's Assessing Company had sent an email to Krystle Dow (Administrative Assistant) asking her when she was going to file the MS-1 extension. After forwarding the email to the board, Scott Champagne (Chair) sent an email to CNP stating facts and asking why they are not filing the MS-1 or extension. He also copied the town attorney in the email as well. Cindy Perkins from CNP called Krystle Dow (Administrative Assistant) and stated that her company does assessing for 26 town and they do not file any of the MS-1's for any of the town's they do assessing for. She stated that some of the information for the MS-1 comes directly from the town such as if the town has adopted any new policies, elderly and veteran credits, timber and so on. All the information that is needed for the MS-1 is in the assessing software Avitar, in which CNP have access to. Krystle Dow (Administrative Assistant) got on the portal and with the help of Cindy Perkins (CNP) filed the MS-1 extension. She (Krystle) also took a webinar on preparation of the MS-1 today and found it to be interesting and helpful. Scott Champagne (Chair) stated that the contract for CNP ends this year and that an RFP will go out for other to bid. He stated that the next contracted company the town gets it will state in the contract that they are responsible for filing these documents.

Supplemental Intent to Cut: A supplemental Intent to Cut for Map R04 Lot 05 D was presented to the board. Scott Champagne made a motion to sign and approve and Brian Higgins seconded the motion. All were in favor of the motion.

Town Clerk/Tax Collector: Jennifer Trelfa (TC/TC) presented the board with a water/sewer warrant in the amount of \$163,143.11. Scott Champagne made a motion to accept and sign and Brian Higgins seconded the motion. All were in favor of the motion.

Jennifer Trelfa (TC/TC) provided each board member a packet (for deeding purposes) and the packet contained Tax Cards and reports to show what is owed on each property. There was a total of 17 property owners that were discussed. The outcome of going over each is that four properties were deeded, one has filed for bankruptcy, five were given six months to stick to a payment plan and the remaining seven have been on payment plans and continue to make their monthly payments.

**7:51 PM Scott Champagne made a motion to go into Non-Public in reference to a personnel issue and Arthur Boutin seconded the motion. All were in favor of the motion.**

**7:58 PM Scott Champagne made a motion to come out of Non-Public and Arthur Boutin seconded the motion. All were in favor of the motion.**

**8:18 PM Scott Champagne made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion.**

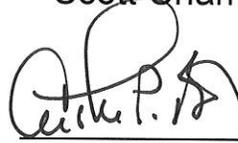
**NEXT BOS MEETING: September 9, 2019 @ 6:30PM at the Lisbon Railroad Station.**

*Respectfully submitted by Krystle Dow*

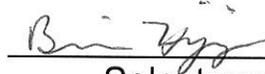
Board of Selectmen:



Chairman  
Scott Champagne



Selectmen  
Arthur Boutin



Selectmen  
Brian Higgins

Approved / Not Approved  
on: 09/09/2019