



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

**Board of Selectmen's Meeting
Monday August 28, 2017
6:30 pm
Central Street Railroad Station**

Approval of minutes from August 21st BOS meeting: Arthur Boutin made a motion to accept the August 21st BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

Arthur Boutin made a motion to accept the August 15th BOS Non Public meeting minutes and Brian Higgins seconded the motion. All were in favor of the motion.

Request for Purchase Form-Rental of Roadside Mower from Kevin Clement Road Agent: The amount requested was for Owens Leasing in the amount of \$5,000. The monies for mowing are already budgeted. Scott Champagne made a motion to approve \$5,000 request for roadside mowing and Arthur Boutin seconded the motion. All were in favor of the motion.

Lisbon PD Equipment Letter from Chief Pinson: The PD will be looking to replace the 2014 Ford cruiser. The replacement cost is roughly \$32,000.00.

Preliminary Proposed Welfare Budget: The welfare budget went up by \$1,700. The proposed salary line increased 25%. The request for wages is in the amount of \$5,000. The board discussed the wage increase and all

agreed that they will increase it to \$4,500. A new line item was added to the Welfare Budget that is titled GA Supplies. Greg Colby will need to assign this line item a specific number.

Transfer Station Equipment Replacement List: Fred Garofalo provided an equipment replacement cost list for the Transfer Station. The trash compactor is the top priority on the list for replacement. Boards in the compactor have already been replaced and it's jerry-rigged so it will work. Scott Champagne has asked Sharon Penney the Town Administrator to look into any type of grants for the trash compactor as well as getting pricing on new ones and seeing if leasing options are available. It is estimated that the cost for a new compactor is \$55,000.00.

Pitney Bowes Postage Machine: At the last department head meeting it was discussed that all postage was being posted to the Town Clerk's budget which is why she is over on that line item. Postage costs have not yet been deducted from other departmental budgets. Use of a digital postage meter should be easier to track the postage than our analog version. A call was made to Pitney Bowes and they stated our current meter is a discontinued model. Pitney Bowes was advised that digital/fiber lines would be installed in the building and they stated that the current machine will not work with fiber optic connections. The new proposed digital system is model DM 125. Arthur Boutin made a motion to approve leasing a new postage machine and Brian Higgins seconded the motion. All were in favor of the motion.

Letter in reference to Road Ban: A letter from the law firm Samaha Russell Hodgdon was sent to the board on behalf of Mr. Thomas Demers. They are asking that a hearing be held telephonically in reference to the July 31, 2017 denial of the road ban request. A representative of the firm could be present at that time to represent Mr. Demers (Tom Demers Mowing and Landscaping LLC and Tom Demers General Contracting and Construction LLC) if the board were to convene another hearing. The board agreed to do a hearing telephonically and have an attorney representing Mr. Demers present to answer any questions which the board may have. Three hearings were already held in reference to this matter and Mr. Demers was in the area for the first hearing and never appeared. The board asked Sharon Penney (Town Administrator) to contact the law firm and set up a date and time for the hearing to take place.

Town Clerk/Tax Collector: Jennifer Trelfa (Town Clerk/Tax Collector) presented the board with her preliminary 2018 Proposed Budget. She gave each board member a copy and explained her projected increases and decreases. She told them if they had any questions while reviewing the budget they could ask her directly.

Another cemetery plot was sold and all board members signed off on.

Appointments:

Scott Champagne made a motion to appoint Robert Cook to serve a two-year term on the Conservation Committee and Arthur Boutin seconded the motion. All were in favor of the motion.

Scott Champagne made a motion to appoint Jan Marshall to serve a three-year term on the Zoning Committee and Brian Higgins seconded the motion. All were in favor of the motion.

Scott Champagne made a motion to appoint Terrence O'Brien to serve a three-year term on the Board of Cemetery Trustees and Arthur Boutin seconded the motion. All were in favor of the motion.

Town Administrator Updates: Sharon Penney let the board know she filed an extension for the MS 1 as advised by the assessing firm as the DRA utility values are not yet in from the state.

CDBG has emergency monies available for our water supply issues. They indicated that an income survey needs to be conducted on all residential water users and that they would need 100% response in order to get accurate figures. The 2010 census shows the Town of Lisbon to be at 48 percent low/moderate income levels but the minimum threshold needed for grant money procurement would be 51 percent. Sharon stated that this survey would need to be conducted within the next 10 days or so. Scott Champagne stated to not go forward with this as it's too short of a time frame and they know they will have some residents that will not fill out the survey which will nullify the results.

Sharon received a call from DOT–Lancaster District office about the change of use driveway permit form that was submitted about the location of a possible new Fire/EMS station. They are looking for a copy of the plans/drawings to ascertain building location. Sharon sent Audrey Champagne an email in reference to getting a copy of the plans. The DOT would like to conduct a site visit in the near future.

Two representatives from Mascoma Savings Bank came last week and met with Sharon in reference to what they offer in regards to checking and savings accounts.

Sharon has been in touch with Cheryl from CNP in reference to the Fisher trailer status on Cole Plain Road. Sharon stated that they are hoping to have an assessor go out to the trailer this Friday accompanied by a Lisbon Police Officer to get a better reassessment value.

Sharon brought it to the board's attention that there are still FEMA monies available in reference to the storm damage that happened on July 1, 2017. If the damage that the town had was over \$3,100 then the town meets the expenditure threshold and monies may be available.

Sharon received a letter from Paul Benoit in reference to the Ammonoosuc Region Arts Council asking that the town help in the promotion of this year's Fall Festival of the Arts being held on Sept 9th 2017. This information will be placed on the town's web page and hung in the town offices as well. It was also mentioned that on Sept 9th the Lisbon Lions Club will be hosting a youth soccer tournament, the Wire Mill annual yard sale will take place and the Lyman town yard sale is occurring that day as well.

Public:

Dot Blodgett came before the board stating that Ruth from Legal Aide has been trying to get in touch with the town's attorney since February 2017. This is in reference to abatements on taxes.

Brian Higgins went and looked at the gazebo and stated it is in need of paint and replacement of top steps, apron/skirting, and a few new screws.

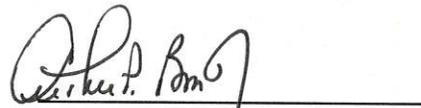
Brian Higgins made a motion to adjourn at 7:55pm and Arthur Boutin seconded the motion. All were in favor of the motion.

NEXT BOS MEETING: September 5th @ 6:30 pm at the Rail Road Station

Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins