



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

**Board of Selectmen's Meeting
Monday December 3, 2018
6:30 pm
Rail Road Station**

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

PUBLIC: Peter Losher, Judith Bullett, Roger Robar, Bryson Yawger, Dot Wiggins, James Trudell, Bruce Beane, Stephen Moscicki, Errol Peters, Jennifer Locke, Michael Ransmeier, Gary Lavine, Michael Casella, and Fred Garofalo

Meeting with Railroad Committee and Historical Society- The Board of Selectmen met with both boards in reference to a freight house building that they would like to build on town owned land. Scott Champagne stated to both committees that it seems as there had been a communication issue between the Railroad Committee and the Historical Society. Scott Champagne (Chair of Selectboard) stated that they were either going to have a warrant article or bring it up at town meeting to see who is in favor of donating the town land to conduct one of the designs that have been presented to the board. Dot Wiggins states that they will go before the planning and zoning and boards. Peter Losher stated that there is no difference of opinion (between the Railroad Committee and the Historical Society) when it comes to rebuilding the freight house. Peter stated that they are willing to help the Historical Society with any

fundraising efforts when the time comes. Peter states that they raised \$550,000 for the Railroad Station restoration.

Meeting with Lyman BOS, Landaff BOS, Fred Garofalo and

Casella Waste Management:- Scott Champagne (Chair of Lisbon BOS) stated that he wanted to get all boards together due to transportation costs for the transfer station going up. James Trudell (Lyman BOS) stated that a few residents have complained as they can't seem to get their trash up and over to the compactor. He asked if there was some way to lower the rail that was in front of the compactor. Fred Garofalo (Transfer Station Manager) stated that no there is no way to lower the rail as it is OSHA required. Fred stated that this year so far the Transfer Station has recovered about 68% of its costs to date. Michael Casella (General Manager) spoke on behalf of Casella Waste Management and stated why the trucking costs have increased. Several options were discussed with all three boards on how to possibly lower costs. Michael is supposed to be back in touch with Fred (Transfer Station Manager) in a few weeks with some of the options that are available and at that point all boards will be notified and can then make an executive decision on what the next step will be.

Renewal of Lisbon and Lyman Fire Contract for 2019 and Ambulance Service Contract for 2019: The Lisbon BOS and Lyman BOS discussed the Fire contract and removed a section about forest fires being billed at a different rate. The new contract states that ALL Fires will be billed at the regular rate. The price for the fire contract has increased for 2019. It went from \$14,500 to \$15,000. Both boards signed the 2019 Fire Contract.

The boards also reviewed the 2019 Life Squad contract. There was an increase in price for 2019. The price went from \$14.75 per capita to \$15.00 per capita. Both boards signed the 2019 Life Squad Agreement Contract.

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

Scott Champagne made a motion to approve the November 26, 2018 Non-Public minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

River Road Bridge-Emergency Funding Approval Letter- The State of New Hampshire Department of Revenue has approved the town for Emergency Expenditures pursuant to RSA 32:11 for repairs to the River Road Bridge in the amount of \$30,228.00.

Email from Zac Mosher (Utility Partners) with updates: Zac provided written updates to the Board of Selectmen. In the updates it states that Utility Partners has been in the Wet WELL of the hydro station to take a look at the Muffin Monster. Zac stated he doesn't believe the issue is a mechanical one but most likely electrical.

Zac also stated that Pat Butler looked at the thermostat in the chem feed building and he's looking at replacing it. When the time comes to replace it Zac stated they will also see about rewiring the light to not be connected to the flow meter.

It was said to be believed that the Water St. pump station generator had an oil spill over the weekend. As it was said to be believed there was a large amount of oil at the base pad under the generator. Zac stated he checked the dipstick and saw the generator was full of oil and he even took some photos. He stated he didn't see any dripping so he doesn't believe there is a leak and he will speak with DPW to let them know of the issue as well.

Representation Letter from Auditors: The auditing firm Roberts and Greene PLLC sent a representation letter for the board to sign in order to finalize the 2017 audit. They also want to know how many bound copies of the audit the town would like. The board signed the letter in which Krystle Dow (administrative assistant) will scan and send back to the auditors. She will also let them know that the board is requesting five bound copies of the audit.

Final Water/Sewer – 23 Park Ridge: A final water/sewer bill has been issued for 23 Park Ridge. All three board members have signed off on the bill.

Letter to Homeowner: A letter has been written to a homeowner on 5 Acre Drive. The letter is to allow access inside the home so the water meter can be read. Scott Champagne made a motion to accept and sign the letter and Arthur Boutin seconded the motion. All were in favor of the motion. Jennifer Trelfa (Town Clerk/Tax Collector) will be sending the letter out certified.

Updates: Jennifer Trelfa (Town Clerk/Tax Collector) stated that there is a resident that lives at 431 Presby Road who did not receive a tax bill and he has called the office and been in twice. Jennifer explained that even though the deed came through and it was sent to the towns contracted assessors they changed the information in the system but left the property marked as exempt. Jennifer Trelfa stated that she could create a supplemental bill for the property owner if the board agreed. She stated she has already worked out the amount and it would be roughly \$815.00. Scott Champagne made a motion for Jennifer Trelfa to create a supplemental bill and Arthur Boutin seconded the motion. All were in favor of the motion.

Audrey Champagne came before the board with a bill from Presby Construction in the amount of \$133,283.36. Audrey stated that there will be one more bill due after this one. Arthur Boutin made a motion to accept and pay the bill and Brian Higgins seconded the motion. All were in favor of the motion.

Krystle Dow (Administrative Assistant) informed the board that the payroll company was going to be closed on a few days the week of Christmas. That being said she asked if it was ok to double up a payroll. The board agreed to get paid for two weeks on the week of the 17th -21st. BMSI will also be closed December 31st and January 1st 2019 but Anna has stated she could come in and process payroll for the town on the morning of the 31st. Krystle will get in touch with Anna to let her know .

8:06 PM Scott Champagne made a motion to go into Non-Public to discuss personnel issues and Arthur Boutin seconded the motion. All were in favor of the motion.

8:22 PM out of Non-Public

8:54 PM Arthur Boutin made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion.

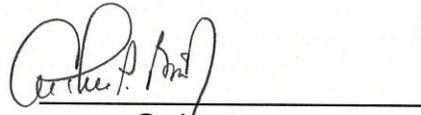
NEXT BOS MEETING: December 10, 2018 @ 6:30 pm at the Rail Road Station.

Respectfully submitted by Krystle Dow

Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved
on: 12/10/2018