



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

**Board of Selectmen's Meeting**

**Monday February 12, 2018**

**6 pm**

**Lisbon Regional School Library**

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

**Approval of minutes from February 5th BOS meeting:** Arthur Boutin made a motion to accept the February 5th BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

**6:02 PM Budget Hearing Opened:** The Board of Selectmen went over the operating budget at a second public hearing held at the Lisbon Regional School. Categorical areas of discussion in the budget included Accounting & Auditing – as the budget is increased for 2018 due to software and salary for our financial director. Revaluation of Property is another area that is up in the budget due to having sections of our tax maps digitally corrected by CAI so that the line drawings and the GIS mapping match properly. Planning and Zoning Board is another area that has increased as lines have been added to the budget for email, postage and clerical help. Government Buildings is another area that has had an increase as support positions are now fully staffed at Town Hall unlike last fiscal year. Jennifer Trelfa asked why a stand-alone line item for unemployment insurance exists and one reason may be that it is earmarked for individual departments in case someone makes an unemployment claim. There is an increase in the Police Department due to a salary increase for the police chief reflecting comparable positions in the

area. The Fire Department budget has decreased for the upcoming fiscal year. The Highway Block Grant has gone down as the State is not giving out as much this year as in previous years. The Landfill has an increase as they are looking to hire help to assist Fred especially when he is out. Also a host fee was added to the landfill budget which was discussed at the last board meeting with Lyman and Landaff in which they agreed to. The Health Administration line that is in the budget is for the building inspector/code enforcement officer. The budget hearing was closed at 6:40PM.

Mowing Contract: Michael Woolson who does the mowing for the town has provided the board with his 2018 mowing contract. The board reviewed the contract and all three members signed the contract.

120 School Street: Roy Norton came before the board in reference to his property at 120 School Street. He thought that this board was also the ZBA as he is looking for a variance on his property in order to renovate part of the structure under a violation. He has not heard from the contractor that was hired to tear his barn down. It has been four months since he last heard from the contractor so he is taking a different approach in getting the barn removed.

Deed: In October the town sold property on Bath Road and the owner of the property called looking for the deed. Scott Champagne will call the owner of the property and update them.

Administrative Assistant Updates: Kevin Clement (Road Agent) contacted Krystle Dow (Admin Assistant) stating that Zac from Utility Partners was looking for a ride to the well house to collect samples. Kevin stated he did not feel this was his departmental responsibility as the town has a contract with Utility Partners and they need to figure out how to get to the well to take the proper samples. Kevin has stated that the access road is all plowed and the well house is accessible. Kevin asked that this be brought to the board's attention.

Kevin Clement (Road Agent) also spoke with Krystle Dow (Admin Assistant) in reference to up keep of roads. He stated he spoke with Rick Fenoff from DOT who informed him that the section of Scotland Road that the town maintains and the section of that road which NHDOT maintains to the Lyman town line will now need to be overseen completely by Lisbon. Kevin stated he told Rick that he would like to have something in writing stating this and he wanted it brought to the board's attention.

Oath Of Office: Rosalind Page's term on the Planning Board is about to expire. Scott Champagne made a motion to reappoint Rosalind to the Planning Board. Brian Higgins seconded the motion. All were in favor of the motion.

Town Administrator Updates: Sharon Penney (Town Administrator) passed out the monthly report from Utility Partners to the board and stated she did not see anything of concern. All board members reviewed the report and signed off.

Sharon stated she received a call from the Caledonian Record in reference to the sewage spill at Shaw's in Littleton NH that happened over the weekend. The representative from the Caledonian Record asked if the town of Lisbon had been affected by the spill into the river and Sharon stated we have not received any correspondence from Littleton in reference to this matter to date.

Sharon stated she was in the process of working on the CDFR paperwork for the street lighting. She stated they are looking for some of the paperwork to get Lisbon in line for the funding during this funding cycle.

**7:21PM Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.**

**NEXT BOS MEETING: February 19th @6:30 at the Rail Road Station.**

Board of Selectmen:



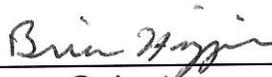
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Chairman  
Scott Champagne



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Selectmen  
Arthur Boutin



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Selectmen  
Brian Higgins