



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

**Board of Selectmen's Meeting
Monday February 19, 2018
6:30 pm
Rail Road Station**

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

The board was in executive session at 6pm in reference to a personnel matter.

Approval of minutes from February 12th BOS meeting: Arthur Boutin made a motion to accept the February 12th BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

DOT Update: Scott Champagne (Chairman) met with Richard Fenoff (local supervisor of DOT state shed) and Richard provided Scott with some paper documents in reference to the town maintaining sections of state roadway. Scott Champagne looked over the paperwork and reached out to DOT in Concord NH and is awaiting answers but he states that looking over the paperwork that it basically states the State can bill the town if the town doesn't maintain the roads properly. Richard did tell Scott Champagne that Landaff, Lyman and other surrounding towns have received the same information as well.

North Country Ford: Kevin Clement (Road Agent) received a bill from North Country Ford for some work that was done on the 2012 Ford F-550.

Kevin spoke with Arthur Boutin (board member) about the bill and was wondering if the monies were going to come out of the 2017 budget. Arthur Boutin discussed the bill and Kevin's concerns to the other board members and it was said that the monies for fixing this 2012 F-550 need to come from the 2018 budget or block grant monies. The board is aware that some of the work was done at the end of 2017 and the rest in 2018.

Town Clerk/Tax Collector: Jennifer Trelfa (TC/TC) came before the board. She had received an abatement form in which she forwarded to CNP (town assessors). The assessors recommend doing an abatement for the property located at 125 School Street. Jennifer Trelfa has calculated all of the figures including interest. The abatement would be for 473.09. Scott Champagne made a motion to accept the abatement and Brian Higgins seconded the motion. All were in favor of the motion.

Jennifer Trelfa also brought it to the board's attention that a Land Use Change Tax had been submitted. Two acres were taken out of current use in which \$1,600.00 is being collected for it being taken out of current use.

Jennifer Trelfa (TC/TC) also received a Veterans Credit application for the board to review. She did state that some of the information does not match and that the customer has been given the state requirements and it's the board's decision to approve or deny the applicant.

Town Administrator Updates: Sharon Penney (Town Administrator) informed everyone that the town of Lincoln sent a copy of their O&M Plan and she stated that KV Partners out of New Boston helped Lincoln with theirs. She also stated that Horizons Engineering will be sending her a template as well and they may be able to help write the O&M Plan at a lower cost than anyone. She stated that the EPA version of this plan is 114 pages.

Sharon stated that Affinity Lighting will be sending a draft contract soon in reference to the street lights and this will give exact specifications of the work to be performed.

Sharon stated she and Scott Champagne attend the Industrial Park meeting today and that it went very well.

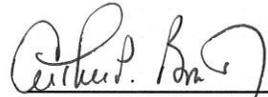
7:43PM Arthur Boutin made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion.

NEXT BOS MEETING: March 5th @6:30 at the Rail Road Station.

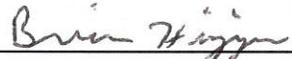
Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins