



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

**Board of Selectmen's Meeting
Tuesday January 16, 2018
6:30 pm
Central Street Railroad Station**

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

Approval of minutes from January 8th BOS meeting: Arthur Boutin made a motion to accept the January 8th BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

Life Squad Donation: The Lisbon Life Squad has received a donation from their online PayPal account in the amount of \$628.75. Brian Higgins made a motion to accept the donation and Arthur Boutin seconded the motion. All were in favor of the motion.

2017 Encumbered Funds: The Fire Department would like to encumber \$2,000 for exhaust work. Arthur Boutin made a motion to encumber and approve the \$2,000 and Brian Higgins seconded the motion. All were in favor of the motion.

Town Clerk/Tax Collector would like to encumber \$1,500 for office supplies such as ink, paper and envelopes. Arthur Boutin made a motion to encumber and approve the \$1,500 and Brian Higgins seconded the motion. All were in favor of the motion.

Highway Department would like to encumber \$10,000 from their regular budget and \$30,000 from the highway block grant which would be a total of \$40,000. Scott Champagne made motion to encumber and approve the \$10,000 from the regular budget and \$30,000 from the block grant and Arthur Boutin seconded the motion. All were in favor of the motion.

Town Attorney Fees: Mitchell Municipal Group sent a letter to the town stating that because they did not increase their rates last year, they were increasing their rates this year by \$10 an hour effective this month.

Utility Partners Contract: All board members reviewed the draft contract they had received from Utility Partners. There were a few minor changes that needed to be made and the board members stated once the changes are made to the contract then the board members will review it with the proper changes and sign it.

Pricing on Town Report: The company R.C Brayshaw that the town has used in the past for Town Reports sent Jennifer Trelfa (TC/TC) pricing for this year's town report. The pricing will remain the same as last year for 60 pages and 400 copies. If the report is more than 60 pages it will cost a little more than last year. The cost for last year's town report was \$1,061.00.

Abatements: Abatement for the Wallie Berry Trust in the amount of \$62.33 for a trailer that no longer exists was signed by all three board members.

Abatement for Lisbon Lions Club in reference to the community field (pool) in the amount of \$289.17.

Veterans Tax Credit: There was a veteran's tax credit from that the board of selectmen signed. This was taking the individual from a regular credit to the disabled credit which is a total of \$700.00

Town Hall-Request for Use: David Trahan sent in a request to use the town hall for a birthday party. He will need to have an officer present as there will be alcohol. Brian Higgins made a motion to approve the use of

the town hall and Arthur Boutin seconded the motion. All were in favor of the motion,

Dump Truck: The town has received two checks from Primex in reference to the truck that was involved in an accident on River Road. The first check was \$420 which was the towing costs and the second check is in the amount of \$4,523.60 for collision damage. There is roughly \$5,500.00 worth of damage done to the truck. Scott Champagne (Chair) asked the board members if they thought it was worth fixing or not. The other two board members asked to have Kevin (Road Agent) call Freightliner and see when they can actually get the truck in to be fixed as they weren't sure if it was going to take weeks or months. Once Kevin (Road Agent) makes the call and gets the answer they will go from there.

7:04 PM BOND HEARING: A bond hearing was held in reference to the purpose of constructing a new Fire/EMS/EOC stating for the sum of \$986,600.00. Jeff Dodge (Chair of the Building Committee) stated that the purpose of this hearing was to see if the town's people were for a new building. Audrey Champagne presented two different warrant articles to the board in reference to the new Fire/EMS/EOC building. Both articles were done with the help of the Department of Revenue Administration (DRA). The difference between the two articles was the wording and the fact that in one warrant article the town would use Lyman and Landaff retainer fees towards the bond payment. Jeff Dodge stated that he believes a lot of people in town do not realize how much money the Fire Department and Life Squad bring into the town from all the calls that both departments attend. Matthew Champagne stated that it looks better if the town uses the retainer fees towards the bond as it brings the rate down. Scott Champagne made a motion to use the warrant article that was written using the Lyman and Landaff retainer fees and Arthur Boutin seconded the motion.

Bond Hearing Ended @ 7:39 PM

Greg Hartwell was voted in as Fire Chief again. Arthur Boutin made a motion to accept Greg Hartwell as Fire Chief and Brian Higgins seconded the motion. All were in favor of the motion.

Town Clerk/Tax Collector: Jennifer Trelfa (TC/TC) provided the board a list of citizens who are on payment plans but not paying. Jenny asked the board what they would like her to do. The board decided and agreed for Jenny to write up a letter to mail out as a friendly reminder to all citizens who are on payment plans to make payments.

Town Administrator Updates: Sharon Penney (Town Administrator) received an email from Teresa Ptak of NPDES in reference to a discharge permit that the town holds. The town is not in compliance with DES in reference to the discharge permit. Sharon stated that this was a process in which the previous administration were involved in and had signed up to fix however DES never received any information. Sharon is working with Teresa to get a list of what exactly needs to be provided to DES.

Sharon Penney touched base with Rob Lauricella in reference to the board wanting budget items and Utility Partners presented her with a list in which she provided to all board members. The board agreed that some of the items on the list should be looked at by Kevin Clement (Road Agent) and that he should have a copy of the list.

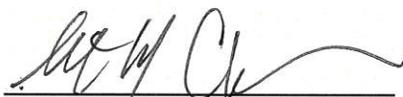
8:20 PM The board members agreed to go into non-public to discuss personnel matters.

9:40 PM The board came out of non-public and a motion was made by Scott Champagne to dedicate the annual report to Jennifer Trelfa and Brian Higgins seconded the motion. All were in favor of the motion.

9:43 PM Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.

NEXT BOS MEETING: January 22nd @ 6:00 pm at the Lisbon Regional School Library.

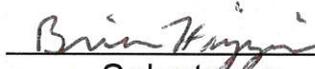
Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins