



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

**Board of Selectmen's Meeting  
Tuesday January 2, 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; Kevin Clement; Road Agent; Audrey Champagne; Town Treasurer

**Approval of minutes from December 18<sup>th</sup> BOS meeting:** Brian Higgins made a motion to accept the December 18th BOS meeting minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

**Kevin Clement (Road Agent):** The town is having several truck issues. Charlie's truck was involved in an accident on River Road on 12/31/2017. The driver's side of Charlie's truck was struck causing severe damage; therefor the truck is out of use. Kevin did contact Primex and there will be a claim number given soon and then an adjuster will be out to look at the truck.

The 2012 one ton that Chris drives is in the shop as well. It was having exhaust manifold issues along with a bad cam shaft. Ford paid for the driver's side cam shaft to be replaced when the truck had 24,000 miles on it. It's estimated to be around \$5,000.00 to be fixed.

The Lisbon Regional School has been very gracious in letting the highway department use their one ton truck when needed, however there will be a time when the truck will not be able to be used.

The 2008 pick-up that Kevin Clement (Road Agent) drives when not in the dump truck is not working. Kevin had gone out and started it and went back inside. When he came back outside to get in the truck it was dead. He tried to start it several times and it wouldn't start. It was turning over to a point but seemed like it was stuck. They brought the truck in the shop where Kevin had Todd go through it and replace hoses and small parts and it still would not start. The engine is stuck there for the truck is not drivable.

Kevin's 2008 and Chris 2012 truck had a turnaround of 5 years. That being said you can only fix them for so long before they become unable to fix. Kevin came to the board with his concerns and ultimately the highway department will need another truck. It was decided upon to go with another 10 wheeler which will be presented as a warrant article at town meeting.

Public Hearing Notice: A public hearing notice was sent to the Caledonian Record in reference to the new purposed Fire/EMS/EOC Station. The public hearing is set for January 16, 2017 at 7pm at the Lisbon Rail Road Station.

Audrey Champagne -Grants: Audrey Champagne came before the board in reference to an open enrollment for the AFG grant. Audrey asked the boards permission to have Sharon Penney (Town Administrator) write the grant. She stated the last two years they have come close to getting the grant but were only off by points. Audrey stated they have all the information that is needed and all Sharon would really need to do is look at the wording and change it. Audrey stated its all comes down to how the grant is worded and or written. The deadline for this grant is February 2, 2018. It is a very short window. Audrey stated that it is public record and suggested maybe getting a copy of Littleton's grant that was submitted last year so they could look at it. Sharon Penney stated she would contact Andrew Dorsett.

CAI Technologies: CAI Technologies sent the board Tax Map and Planning Map proposals. The Planning Map Maintenance Proposal is for processing data recorded 4/1/2018 - 3/31/2019. The Tax Map Maintenance Proposal is for processing data from 4/1/2018-3/31/2019. All board members signed off on both proposals.

Financial Director (Greg Colby) Contract: The board had some questions in reference to travel time, text messaging, and emailing. Greg has clarified with the board that he charges for one way of his travel time. He also stated that texts and emails are all included in his price. Arthur Boutin made a motion to accept the contract and Brian Higgins seconded the motion. All were in favor of the motion.

Oil Issues: The town hall has run out of heating fuel twice already. On 12/30/2017 the transfer station ran out of fuel which resulted in ruptured pipes. The boards of selectmen were wondering if the town had a deductible and or if Primex can be involved as we are on automatic delivery with Irving and as a result of the transfer station having run out of fuel the pipes burst. The board asked Sharon Penney (Town Administrator) to check into this matter.

Request for use of the Rail Road Station: Lisbon Main Street Inc. is requesting use of the RR Station on Jan 9, 2018 and February 28, 2018 at 6 pm for Economic Development Committee Meetings. Arthur Boutin made a motion to approve the use of the RR Station and Brian Higgins seconded the motion. All were in favor of the motion.

Timber Tax Warrant: There is a timber tax warrant that needs to be signed for logging that was done on Northey Road in Lisbon.

Town Administrator Updates: Sharon Penney (Town Administrator) received an email from CNP the towns assessors. The email was in reference to outstanding invoices for 2017 as well as an extension of the 2017 duties to be performed. The total of outstanding invoices is \$10,800.00 for 2017. All three board members signed the extension form.

Sharon stated she received some paperwork from the FCC in what she believes to be a Spectrum Lease Agreement. She shared the information with the board.

**8:48 PM Arthur Boutin made a motion to adjourn and Brian Higgins seconded the motion. All were in favor.**

**NEXT BOS MEETING: January 8th @ 6:30 pm at the Rail Road Station**

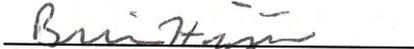
Board of Selectmen:



Chairman  
Scott Champagne



Selectmen  
Arthur Boutin



Selectmen  
Brian Higgins