



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

**Board of Selectmen's Meeting  
Monday January 29, 2018  
6:30 pm  
Rail Road Station**

**PRESENT:** Scott Champagne; Brian Higgins, Selectman; Arthur Boutin, Selectman; Sharon Penney; Town Administrator; Admin Assistant; Krystle Dow; Jennifer Trelfa; Town Clerk/Tax Collector; James Trudell; Lyman Selectmen; Stephen Moscicki; Lyman Selectmen; Valerie Kimber-Roy; Landaff Selectboard; Michael Ransmeier; Landaff Selectmen; Errol Peters; Landaff Selectmen; Fred Garofalo; Transfer Station Manager

**Approval of minutes from January 22nd BOS meeting:** Arthur Boutin made a motion to accept the January 22nd BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

Arthur Boutin made a motion to accept the January 22nd BOS Non Public meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

**Tri-Town Transfer Station Meeting:** Board members from Lisbon, Lyman and Landaff were present as well as the manager of the Lisbon Transfer Station (Fred Garofalo). Fred informed everyone that he was able to recover 85-85% of his costs which is good. He stated that the current rate for cardboard is \$115.00 a ton and \$30.00 for paper. Fred stated that because they don't make it mandatory for people to recycle he is finding most don't. He always notices bottles and cans being thrown in the

compactor. Scott Champagne (Chairman of Lisbon) stated two cash registers were purchased last year to help keep track of the monies. Fred said the registers have worked very well as it keeps cash out of their pockets. Fred did let everyone know that they are still crushing glass and providing it to highway for use and the rest gets tossed out. All three towns signed a new 2018 agreement in which percentage rates did not change. The percentage for Lisbon is still 63%, Landaff still 16% and Lyman still at 21%. Fred did state that this year the Pemi-Baker dues went up and so have the Emery and Garrett Groundwater fees as a full report needs to happen this year of the monitoring of Landfill gases. Scott Champagne (Chairman of Lisbon) also suggested a host fee of \$5,000 to Lyman and Landaff to help with insurance costs. After discussion as to where the figure of \$5,000 came from James Trudell made a motion to add the \$5,000 host fee to the budget and Errol Peters seconded the motion. All were in favor of the motion. All three towns signed the 2018 Tri-Town Transfer Station Agreement.

Lyman Selectboard members also signed the Lisbon-Lyman Fire Protection agreement as the pricing will remain the same for 2018 but Scott Champagne did make them aware they may see an increase in costs for 2019.

Lyman Selectboard members also signed the Lisbon-Lyman 2018 Lisbon-Lyman Life Squad Agreement as the pricing will remain the same for 2018 but Scott Champagne did make them aware they may see an increase in costs for 2019.

Tax Collector (Jennifer Trelfa): Jennifer Trelfa (Tax Collector) came before the board as she is only allowed to forgive \$5.00 of interest. She had a resident send a check for taxes but they did not include the interest which was an added \$18. Scott Champagne made a motion to forgive the interest and Arthur Boutin seconded the motion. All were in favor of the motion.

Lisbon Stump Jumpers: The Lisbon Stump Jumpers have filed a special event application for the vintage snowmobile races that are being held on February 10, 2018. Scott Pinson (Chief of Police); Greg Hartwell (Fire Chief); and Chris Hodge (Code Enforcement) have all signed off on the form and are ok with this event taking place. Scott Champagne made a

motion to approve the application and Brian Higgins seconded the motion. All were in favor of the motion.

Charity Request: Above The Notch Humane Society sent a letter to the selectboard requesting funds for the 2018 fiscal year in the amount of \$500.00. The board has denied the request for this year and stated a letter be sent to them requesting they send in their requests sooner than January.

Emery & Garrett Groundwater Contracts: Emery & Garrett sent contracts for the services they will provide in the 2018 fiscal year. One was in the amount of \$2,225.00 and the other in the amount of \$3,300.00. Arthur Boutin made a motion to sign the contracts and Brian Higgins seconded the motion. All were in favor of the motion.

Admin Assistant Updates: Krystle Dow (Admin Assistant) stated that the Police Department has been without the 5093 number for a few months. Calls have been made in attempt to have the number reconnected but nobody seems to be having any luck.

Kevin Clement (Road Agent) called and spoke with Krystle Dow (Admin Assistant). Kevin stated that Schofield Septic used the camera in the line from DCI to the Acre and no restrictions were found. Kevin Clement stated that DJ from Utility Partners and Schofield Septic will be jetting the line mid-morning on Thursday 2/1/2018. It is not the pumps or the valves in the chamber. Kevin stated it may be a restriction in the force main line. Kevin Clement also stated that a utility pole put in by Eversource was hand dug and it may have settled just right and could have crushed the line (this is just a thought). Kevin stated that DJ from Utility Partners was good to work with.

Town Administrator Updates: Sharon Penney (Town Administrator) has been in touch with Teresa Ptak of NHDES in reference to the discharge permit that the town holds. Sharon stated that the compliance plan for the towns O&M was accepted. Sharon stated that they would like a progress report to be sent to them at the end of each quarter to see how the progression of the O&M is coming along. Scott Champagne (Chairman) told Sharon to check with other surrounding towns that are similar to Lisbon

in size and see if she can get a copy of their O&M to help guide the town on creating one. She stated that DES will be sending her a template to help as well.

Arthur Boutin (Selectmen) asked Sharon about the furnace at the wastewater treatment plant. She stated she let Kevin Clement (Road Agent) know that he needed to look at it.

Scott Champagne asked Sharon where she was at in reference to the Fire Department Grant. Sharon stated that she has lost her narrative twice and that she has touched base with Matthew Champagne who believes there may be a glitch in the system as she has tried to save her work twice and has lost it both times.

**7:45 PM The board members agreed to go into non-public to discuss a Buffington Fund Application.**

**8:28PM The board came out of non-public and Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.**

**NEXT BOS MEETING: February 5th @ 6:30 pm at the Rail Road Station.**

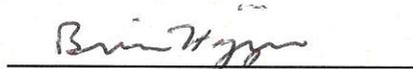
Board of Selectmen:



Chairman  
Scott Champagne



Selectmen  
Arthur Boutin



Selectmen  
Brian Higgins