



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

**Board of Selectmen's Meeting
Monday July 9, 2018
6:30 pm
Rail Road Station**

PRESENT: Scott Champagne, Selectman-Chair; Brian Higgins, Selectman; Arthur Boutin, Selectman; Sharon Penney, Town Administrator; Krystle Dow, Administrative Assistant; Jennifer Trelfa, Town Clerk/Tax Collector; Greg Hartwell, Fire Chief; Kevin Clement, Road Agent

PUBLIC: Chester and Candy Spruil; Chris Fournier (HEB)

Approval of minutes from June 25th BOS meeting: Arthur Boutin made a motion to approve the June 25th BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

PUBLIC: Chester Spruil came before the board and was looking for clarification on sheds. He would like to put a shed up on his property but feels the fee of \$250 is a little steep. Scott Champagne stated that the selectboard and planning board are reviewing the pricing as both board feel there are a few prices that need to be changed. Scott stated that for now the price is \$250 but is hoping to have new pricing in place for September.

Chris Fournier a representative from HEB Engineering and part of the State Aid Bridge Program came before the board with a quote on the Plains Road Bridge. This bridge is a red listed bridge; meaning this bridge has a poor structure. Scott Champagne (Chair) stated that the town has started a Capital Reserve Fund for the towns red listed bridges. Chris Fournier (HEB) stated that the program is an 80/20 split; the town being responsible

for the 20%. He stated that currently if the town was to get application in they would be looking at the fiscal year 2026. Chris stated that this program is funded by gas tax and that the application is a simple one page form. Chris stated that the application states you need the full 20% but he stated that we do not need to have the full 20% as long as we are able to put a dollar amount and show DOT that we want to move forward. Chris stated that it usually takes 2-3 months for completion. Chris stated that he is more than willing to fill out the application and leave the dollar amount blank so the board can discuss a proper amount. He stated he would send the form to Sharon and Scott Champagne stated we would put this on the agenda for the next BOS meeting.

125 School Street: Derrick Bentley (new tenant) at 125 School Street came before the board. Selectman Boutin had stopped by previously to tonight's meeting and spoke to Mr. Bentley and made him aware of the concerns the town had with the residence in which he is renting to own. Derrick stated that he has put lally columns in the basement for support and that the back outer wall has been fixed completely (even before he moved in). Derrick is more than willing to let the building inspector and anyone else in the house to check out the structure and make sure it's safe. Arthur Boutin stated that the town will have a waiver for Derrick to sign allowing the residence to be inspected. Scott Champagne asked Derrick if he had ever met the owner of the home and he stated he has never met Desmond in person but has dealt with him and his brother. He stated that Desmond told his wife that they were responsible to pay the taxes on the property as rent. He stated that he and his wife are doing a rent to own at \$950 a month. Derrick provided the board his current cell phone number so the building inspector can get in touch with him; he did however state that he has Sprint and there isn't very good or much service up here for spint.

Fire Department: Greg Hartwell (Fire Chief) came before the board and provided them with a letter that the Fire Chief of Landaff had written to the Landaff Board of Selectmen. Landaff Fire department were using a town hydrant to fill their tanker truck so they could fill a swimming pool. A Lisbon Fire Department member saw the Landaff truck at the hydrant for quite some time and stopped and asked what they were doing. The Landaff member stated that his Fire Chief had been there earlier and was aware of the situation and what was going on; that being said Landaff used roughly 4,000 gallons of town water. Scott Champagne read the letter that was

written by the Landaff Fire Chief to the Board of Selectmen and stated that if they were really using the hydrant for training then the entire department would be involved not just two individuals. Greg Hartwell (Lisbon Fire Chief) stated that in previous years Landaff has always called when training occurs or they need a hand with something. Scott Champagne made a motion to send Landaff a bill for \$500 and the money will go back into the water department budget. Brian Higgins seconded the motion. All were in favor of the motion. Greg Hartwell asked the board if they could draft up a letter and send it to the Landaff Board of Selectmen. Scott Champagne stated that a letter and invoice would be completed.

Greg also asked the board on their decision on the 69 Water Street residence. All board members agreed that a waiver needs to be signed by the fire department and Mr. Andross before training can occur.

Fire Department Donation: A donation was made to the Lisbon Fire Department in the amount of \$250.00 from Ryan Choate and another donation was made to the Lisbon Fire Department in the amount of \$200.00 from the Culver Family. Scott Champagne made a motion to approve the donations and Arthur Boutin seconded the motion. All were in favor of the motion.

WELL #1 Follow Up: Krystle Dow (Administrative Assistant) received an email from Kevin Clement (Road Agent) asking if we were using the #1 water pump at the WELL head. Krystle Dow (Administrative Assistant) then sent Zach Mosher (Utility Partners) an email. Arthur Boutin (Selectman) then went to see Zach. Zach told Arthur Boutin we are only using WELL #2 and he wasn't sure the last time WELL #1 was used. Arthur and Scott were both under the impression that WELL #1 was being used some but Arthur stated the impression he got from Zach when he went to talk to him was that WELL #1 is not running at all. Scott Champagne (Chair) stated he did know that WELL #2 was being used and WELL #1 was being used as a backup. Scott Champagne stated that WELL #1 needs to be used. Sharon Penney (Town Administrator) stated that she would contact Rob Lauricella and get more information. Scott Champagne stated that he wants BOTH WELLS to be run.

Pump Chamber: Kevin Clement (Road Agent) sent an email to the Administrative Assistant (Krystle Dow) stating that the pump chamber for the town garage bathroom facilities isn't working. Kevin stated he notified

Zach. In the email Kevin stated that Schofield's will need to pump it out and then Zach or whomever will need to fix it. Scott Champagne (Chair) stated that if it is the sewer side then the Town is responsible to fix the problem. Scott will follow up with Kevin tomorrow on this issue to see where we are at.

Transfer Station- 40 yard Container: Fred Garofalo (Transfer Station Supervisor) sent an email to the board stating that the town used to have two 40 yard containers that the town rented but one was worn out and could not be used so Casella's replaced it with a 30 yard container; however because of this three times this year Fred has had to turn customers away because the containers were full. Fred did call Casella's to see if the town could get another 40 yard container but there are none available. That being said Fred has looked into purchasing a 40 yard container. The quote he received was for a heavy duty reinforced container with a crash plate on the front and the price is \$9,832.06 for future reference. Scott Champagne (Chair) stated that a meeting needs to be held with Landaff and Lyman before a purchase can be done.

Town Administrator-Updates: Sharon Penny (Town Administrator) stated that Alexis Rastaguyeff from DES is willing to come to the public hearing in reference to the sewer ordinance. Scott Champagne (Chair) provided a tentative date of September 10th 2018 at 6pm and Sharon is to let Alexis know. Scott Champagne (Chair) also stated that the big companies in town need to be made aware such as the Wire Mill, Connors, DCI, and Thai Kitchen and so on. An ad will need to be posted in the paper as well.

Sharon Penny (Town Administrator) got a letter from North Country Council (Today) in reference to a Road Surface Program. Sharon read the letter and stated that this is a great program as she has seen it done in other towns. She stated that they provided actual Data. Scott Champagne (Chair) stated for Sharon to look into the cost; because if there is a cost then the town can't afford it but if it's free then go ahead with the program.

Sharon Penny (Town Administrator) submitted the towns second quarter Compliance Plan Report / Corrective Action Plan to NH DES. Teresa Ptak from DES stated that she was please to read the accomplishments within last quarter.

Town Clerk/Tax Collector: Jennifer Trelfa (Town Clerk/Tax Collector) presented the board with two cemetery deeds. All the board members signed the deeds.

Jennifer (Town Clerk/Tax Collector) presented the board with a water/sewer abatement for Marta Clark. Scott Champagne made a motion to do the abatement of \$3.35 for water and \$3.95 for sewer and Arthur Boutin seconded the motion. All were in favor of the motion. Jennifer then presented the board with a water/sewer abatement for a Barrett Street residence and then a supplemental for the same address as the bill had the wrong owners and address on it. The amount of the abatement/supplemental is \$85.73 for water and \$102.21 for sewer. Scott Champagne made a motion to do the abatement and supplemental for \$85.73 for water and \$102.21 for sewer and Arthur Boutin seconded the motion. All were in favor of the motion.

Jennifer (Town Clerk/Tax Collector) presented the board with a bunch of properties that were due to be deeded and she and the board went through the list one by one. The board signed deed waivers for some of the properties and will be contacting certain residents in hopes of getting them on a payment plan of some sort.

9:11PM Scott Champagne made a motion to go into nonpublic to discuss personal matters and all board members were in favor. All were in favor of the motion.

10:45 PM Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.

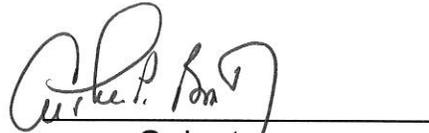
NEXT BOS MEETING: July 23, 2018 @6:30 at the Rail Road Station.

Respectfully submitted by Krystle Dow

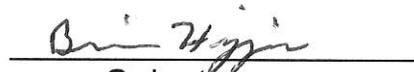
Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved on: 7/23/2018