



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

Board of Selectmen's Meeting

Monday June 25, 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; Audrey Champagne, Life Squad

PUBLIC: Robert Peraino and Marty Tirrell

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

Arthur Boutin made a motion to approve the June 12th BOS nonpublic minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

PUBLIC:

Robert Peraino: Mr. Peraino is running for State Rep and came before the board. He provided each member a written bio of himself and told them to read at their leisure. He asked the board if there were any changes that they would like to see within the state. The only change that Scott Champagne stated that he would like to see current use changes meaning residents who have a second home here in town would get charged more in taxes if it's not their permanent residence. Scott stated that the state of Vermont does it.

Marty Tirrell: Marty came before the board in reference to a trailer that has been placed on 1103 Presby Rd. Mr. Tirrell stated that last year he was told by a private individual that no trailers were allowed on Presby Road and he is not pleased to see that a trailer has been placed there. Scott Champagne (Chairman) stated that as far as he is aware there are NO town ordinances that state trailers aren't allowed on Presby Road. Scott Champagne (Chairman) stated that the town has had a new building inspector and he has done a great job with trying to have homeowners clean up around their properties. Marty stated that he is very pleased with the building inspector. Scott Champagne (Chairman) informed Marty that he will make sure the building inspector gets in touch with him in regards to any updates.

Fire Department: Greg Hartwell (Fire Chief) asked the board if they have made a decision on the fire department being able to use the residence at 69 Water Street for training. The board stated that Sharon Penney (Town Administrator) contacted Primex attorneys who state it's not recommended to let the town use the building as training as each individual member would need to sign a waiver. Greg (Fire Chief) stated he just wanted to be able to provide Mr. Andross with an answer soon. The board has decided they would have an answer at the next meeting.

Greg (Fire Chief) is looking to spend \$4,371.00 for lockers at the new fire station and he is looking to purchase the rest of the equipment that is needed to complete the Jaws of Life. The amount for the remaining Jaws of Life Equipment is \$14,315.00. All the money is coming out of the Equipment Fund. Arthur Boutin made a motion to approve the \$4,371.00 and 14,315.00 and Brian Higgins seconded the motion. All were in motion. Scott Champagne recused himself.

Life Squad: Audrey Champagne (Life Squad) came before the board. She is looking to purchase six new lockers for the life squad side of the new EMS Building. The purchase amount is about \$1,576.00 and will come out of the 2012 Revolving Equipment Fund. Brian Higgins made a motion to approve the locker purchase in the amount of \$1,576.00 and Arthur Boutin seconded the motion. All were in favor of the motion. Scott Champagne recused himself as he belongs to the life squad.

A donation was made to the Lisbon Life Squad in memory of Joan Guilmette in the amount of \$30.00. Arthur Boutin made a motion to accept

and Brian Higgins seconded the motion. All were in favor of the motion. Scott Champagne recused himself.

Life Squad Donation: A donation was made to the Lisbon Life Squad Equipment Fund in memory of Janet Doyle in the amount of \$30.00. Arthur Boutin made a motion to accept the donation and Brian Higgins seconded the motion. All were in favor. Scott Champagne recused himself as he is a member of the life squad.

120 School Street: The barn located at 120 School Street is still not cleaned up. Another \$100.00 fine has been sent to the owners. Also the owners have still not contacted Chris Hodge (Building Inspector) so fines will continue to be sent until the issue is taken care of.

125 School Street: According to Grafton County Registry of Deeds there has been NO deed as of yet for 125 School Street.

ATV Club-Trail on Town Property: Scott Champagne (Chairman) met with 4 members of the ATV Club last week. He stated that the town owns property from behind Dales Auto Body all the way up behind Schofield Septic. He stated that the ATV Club would like to make a trail on some of the town owned property. They are looking to have the trail make a loop in which they will supply a picnic table for. They will also maintain the trail as well. The only request they had was for a culvert and some dirt as there is a bit of a drop near where they want the trail to make a loop. Scott Champagne and the other board members stated they would check with Kevin Clement (Road Agent) to see if we have an extra culvert lying around that could be used and maybe some extra dirt/fill as well. Arthur Boutin made a motion to approve the ATV Club use of the town owned land and Brian Higgins seconded the motion. All were in favor of the motion.

Highway Department-Quote for Water Tap: Kevin Clement (Road Agent) provided the board with a quote on what it will cost for the NH Department of Transportation to tap into the town's water line. After review of the quote the board had a few questions for Kevin as the numbers that were provided didn't match.

Thai Kitchen-Liquor License Approval: The Thai Kitchen Restaurant is looking for the town's approval for a liquor license. Scott Champagne (Chairman) made a motion to approve the liquor license and Arthur Boutin

seconded the motion. All were in favor of the motion. Scott Champagne will write a letter to the state stating the approval.

Timber Tax Warrant: The board has a Timber Tax Warrant to sign for Map R22 Lot 10A in the amount of \$1,196.92. All board members signed.

Town Clerk/Tax Collector: Jennifer Trelfa (Town Clerk/Tax Collector) presented the board with the Water Tax Warrant. All board members signed the warrant.

Jennifer (Town Clerk/Tax Collector) stated that because she was re-elected her Deputy needs to be re-elected as well and an Oath of Office needs to be signed. Scott Champagne made a motion to re-elect Scott McKinley and Brian Higgins seconded the motion. All were in favor of the motion.

A fax and written letter were received from Attorney Heintz in reference to a property on Peterson Hill. The board reviewed all the information. Scott Champagne (Chair) stated that he would make contact with Attorney Heintz tomorrow 6/26/2018. The board has decided against sending a letter to the resident at Peterson Hill due to they do not want to set precedence to other residents in town.

Town Administrator Updates: Sharon Penney (Town Administrator) contacted two engineering firm that are familiar with the NHDOT State Aid Bridge Program protocols. One firm (HEB) got back to her and stated that they can attend a selectmen's meeting with an estimate on the Plains Road Bridge. The board had asked Sharon to write back to the engineer from HEB asking that maybe they take a peek at the River Road bridge before attending the meeting just to give some thoughts on that. Sharon stated that she would make contact with the engineer and confirm a meeting date of July 9th and also ask that he check out the River Road bridge before attending the meeting.

Sharon Penney (Town Administrator) updated the board on Horizons Engineering. She provided the board with a corrected memorandum of understanding regarding the Asset Management Grant contract". The only change the board had on the memorandum was under the cost estimates and over run section. The board wanted it to say "Not to Exceed" and Sharon stated that correction was made on page 2 in BOLD. Scott

Champagne made a motion to sign the contract with Horizons and Brian Higgins seconded the motion. All were in favor of the motion.

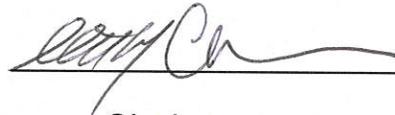
Sharon Penney (Town Administrator) stated that she attended an Economic Development meeting on June 20, 2018 where an MOU was signed with NH Electric Coop for phase three power. Sharon stated that the committee is looking to be a 501 c4.

8:36: PM Arthur Boutin made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion.

NEXT BOS MEETING: July 9, 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: 7/9/2018