



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

**Board of Selectmen's Meeting
Monday June 04, 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

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

Curtains at Ross Building: A citizen of Lisbon called the town hall a week ago and spoke with Scott Champagne (Chair) and stated she was interested in the lace curtains that are at the old Ross Building. In speaking with the citizen Scott stated that he didn't really mind but he needed to check with the other board members first. All board members are ok with letting the citizen have the curtains.

Gazebo Follow Up: Arthur Boutin (selectman) spoke with Mr. Trombley who stated he had about 60 hours invested in time worked on the gazebo. Scott Champagne made a motion to abate \$350.00 from his furthest year tax bill. Brian Higgins seconded the motion. All were in favor of the motion.

Highway-Discussion on Sexton: Kevin Clement (Road Agent) came in and discussed with Scott Champagne (Chair) that time is being taken away

from Todd Colby (Highway Employee) and his work at the shop. He understands that spring is usually a busy time for burials however when they are already behind at the shop it puts them in a bind. Scott Champagne (Chair) informed Kevin (Road Agent) he would bring it up to the other board members. All board members had a discussion on this topic. Jenny (Town Clerk/Tax Collector) suggested that maybe the board should talk with the Cemetery Trustees and see what ideas they come up with.

Police Department-Discussion of accepting contracts: Chief Pinson wanted the board's permission to be able to accept Federal Grant contracts. Scott Champagne made a motion to allow Chief Pinson permission to accept Federal Grant contracts and his yearly Fish and Game contract. Arthur Boutin seconded the motion. All were in favor of the motion.

120 School Street: The barn located at 120 School Street is still not cleaned up. Another \$100.00 fine has been hand delivered by the police department. 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: The neighbor of 125 School Street came into the office to say that Desmond Watrous has sold the property to a younger couple and she wanted us to be aware. The board has stated that if any of the members go by that property and the new "owners" are there they are to stop in and let them know of the current situation with the property and see if maybe they would be willing to sign a consent form allowing the property to be inspected. Scott Champagne stated that if this was a rent to own type of deal then the town is going to move forward with the town's attorney and take the next step for the administrative search warrant.

Request for Use Form: Lisbon Lilac Committee sent in a Request for Use form. They are looking to use the Rail Road Station on June 13, 2018 from 6-7 for a Lilac Festival Meeting. Scott Champagne made a motion to approve and waive the fee and Arthur Boutin seconded the motion. All were in favor of the motion.

Town Clerk/Tax Collector: Jennifer Trelfa (Town Clerk/Tax Collector) presented the board with an Oath of Office for the Cemetery Trustees. This is for Ina Lippard to be on the board for a 3 year term. Scott Champagne made a motion to approve and Brian Higgins seconded the motion. All were in favor of the motion.

Jenny presented the board with two final water/sewer bills. One was for 20 Pine Street and the other was for 25 Lincoln Avenue. All board members signed off on both final bills.

Jennifer presents the board with a cemetery deed that needed to be signed, in which it was.

Jennifer Trelfa (Town Clerk/Tax Collector) presents the board with two abatements for the Ammonoosuc Conservation Trust. The assessed value has dropped for this property. The first abatement is in the amount of \$123.23 and the second abatement is in the amount of 23.14. Scott Champagne made a motion to abate both amounts and Arthur Boutin seconded the motion. All were in favor of the motion.

Jennifer Trelfa (Town Clerk/Tax Collector) stated that as of 6/5/2018 all of the 2015 Liens will be deeded.

Town Administrator Updates: Scott Champagne wanted to bring to Sharon's attention that the street light on Main Street just outside of Riverside Market is now working and has been. He said he thought maybe it was not plugged in before.

Sharon Penney (Town Administrator) sent all board members an email with the completed sewer ordinance. She asked the board members if they reviewed it and selectman Boutin provided Sharon with a list of corrections that he found. She (Sharon) was thankful for the list. The board members did say they don't feel as though the state needs to look it over as they are the ones that provided it. Sharon stated that Rob Lauricella (Utility Partners) should review the ordinance. The board stated that they may have a copy once it is completed.

Sharon stated that she attended an Economic Development meeting. She stated that the outcome was good. She said that NH Electric Coop is willing to extend the three phase power to the proposed industrial park site in Lisbon.

Sharon Penney (Town Administrator) contacted DOT in reference to the town's two red listed bridges. She stated she has information on the State Aid Bridge Program from DOT. Sharon stated that the town needs to select a civil engineer. The board discussed this and stated it seemed like this program was for new bridges not existing bridges. The board asked that

she contact DOT and get a list of civil engineers and more information on this program.

Sharon Penney (Town Administrator) updated the board on Horizons Engineering. She stated that she has been in touch with John and he is in the works of writing up an agreement/contract.

Update: Scott Champagne (Chair) stated that the ZBA had a meeting in which they discussed the importance of applicants and fees. During the meeting the ZBA had decided that the fees for residential application and commercial applications. Residential applications they wanted to increase from \$25 to \$150 and commercial applications they wanted to increase from \$150 to \$300. Tucker Clark (Chair of ZBA) also had an agreement that he wanted the board to sign which was for consulting services provided by Tara Bamford. The board reviewed the agreement and documents that Tucker had presented and after discussion have decided to ask Tucker to come to a board meeting as a discussion should be had between both boards so they can come to an agreement.

A resident was interested in the frames to the awnings that are at the Ross building. Scott Champagne stated that the only frame that could potentially be reused is the frame over the ramp but the other frame that is there. Scott Champagne made a motion to let the resident take the frames that won't be used and Arthur Boutin seconded the motion. All were in favor of the motion.

8:17 PM Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.

NEXT BOS MEETING: June 12, 2018 @6:30 at the Rail Road Station.

Respectfully submitted by Krystle Dow

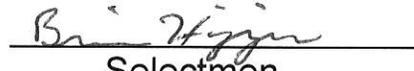
Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved on: 6/12/2018