



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

**Board of Selectmen's Meeting
Tuesday May 21, 2019
Selectboard meeting at
6:30PM
Lisbon Railroad Station**

PRESENT: Brian Higgins, Selectman; Arthur Boutin, Selectman; Krystle Dow, Administrative Assistant

PUBLIC: Luis Adorno, Department of Environmental Services; Cathy Conway, Horizon's Engineering; Kayla Bishop, Lisbon Regional High School; Alexa Bishop, Lisbon Regional High School; Kierra Burke, Lisbon Regional High School; Chloe Houston, Lisbon Regional High School

Approval of minutes from May 13th, 2019: Brian Higgins made a motion to accept the May 13th minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

Approval of non-public minutes from May 13th, 2019: Brian Higgins made a motion to accept the May 13th non-public minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

Discussion of Asset Management /CMOM: Luis Adorno (DES) and Cathy Conway (Horizon's Engineering) met with the board to review the Asset Management plans. There is currently a draft Water Department Asset Management Plan. The Asset Management Plan is for the Lisbon Water Department and talks about how the utility will manage the infrastructure assets. They discussed customer service demands and

regulations that require the utilities to actively manage drinking water and wastewater assets through careful maintenance, repair and replacement decisions. The Asset Management plan is a tool for combining technical, management and financial practices to ensure that the level of service required by the community is provided at the appropriate cost.

A-5 Land Use Change Tax Form-Signatures Needed: The property located at 145 Bishop Road is being sold and the title company has called the town several times as it shows the land in current use, that being said there isn't enough land to qualify for current use and the town needed to do a full release of the land releasing it from current use so that it can be sold. Krystle Dow (Administrative Assistant) has been in contact with Pat Barber of Phenix Title company and the towns assessors. Once the A-5 is signed it is then sent to Grafton County Registry of Deeds to be recorded. Krystle Dow told Pat that once the board signed the A-5 she would send her a copy so she could go forward. Scott Champagne made a motion to sign the A-5 and Arthur Boutin seconded the motion. All were in favor of the motion.

Corrected Black Top Proposal-Signatures Needed: At last week's board meeting Arthur Boutin (selectman) and Brian Higgins (selectman) decided to approve the proposal from Blacktop in the amount of \$124,641.60 however the town only has \$100,000.00 in that line to pave with, that being said Charlie Hampson (DPW Supervisor) reached out to Tim Cramer of Blacktop and told him that the town needs a revised proposal and they only have \$100,000 to spend on paving. Blacktop did send a revised proposal with the corrected budgeted amount and all board members signed off on it.

Utility Partners-Monthly Review Completed by Pat Butler (Woodsville Plant) and Rob Lauricella (Utility Partners): Rob and Pat conducted a monthly review on the town's wastewater and water stations. They provided the board with a written report about their findings and any issues at the plant or pump stations. The board reviewed the report and are very pleased with getting the report. The board stated they are supposed to get reports monthly as it is in the contract with Utility Partners.

Trip to St. Johnsbury Landfill: The boards have discussed in the past that they need to talk to Lyman and Landaff and arrange a time for

everyone to take a tour of the St. Johnsbury landfill when convenient for everyone.

2019 Groundwater Management Permit Renewal Application and 2018-2019 Biennial Groundwater Summary Report prepared by Emery & Groundwater Investigations: Emery & Garrett have provided the report to the town. There is a copy on file at the town offices.

Tax Bills: Tax Bills will need to be printed and mailed out! This is a reminder!

8:05 PM Scott Champagne made a motion to go into non-public in reference to a Buffington Fund Application and Personnel Issues and Arthur Boutin seconded the motion. All were in favor of the motion.

8:58 The board came out of non-public.

8:59 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 3, 2019 @ 6:30PM at the Lisbon Railroad Station.

Respectfully submitted by Krystle Dow

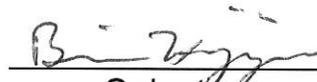
Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved
on: 06/03/2019