



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

**Board of Selectmen's Meeting
Tuesday May 22, 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

PUBLIC: Audrey Champagne

Approval of minutes from May 15th BOS meeting: Arthur Boutin made a motion to approve the May 15th BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

Arthur Boutin made a motion to approve the May 15th BOS non-public meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

RSA Follow Up: In reference to last week's meeting Robert Cook had mentioned to the board that the meeting agendas aren't being posted. He asked the board if they were aware that there is an RSA that states they must post the agenda.

After some research on this matter and going through NHMA (New Hampshire Municipal Association) there is no specific RSA for the selectboard to post an agenda. The RSA does state that any meeting being held must be posted for at least 24 hours in advance.

Request for Purchase Form-Police Department: Chief Pinson has submitted a request for purchase form. He would like to purchase one cruiser radio and two portable radios as they are outdated and need to be upgraded. The money for this purchase would come out of the PD Equipment line. Scott Champagne made a motion to approve the request as long as the funds are available and Arthur Boutin seconded the motion. All were in favor of the motion. The board would like Chief Pinson to check with the treasurer to be sure the money is available before making the purchase.

120 School Street: Mr. Norton still did not have the property cleaned up per the agreement he made with the board. That being said a fine of \$100.00 was delivered in hand to Mr. Norton by the Police Department. Mr. Norton will continue to be fined \$100.00 per week until the property is cleaned up. In speaking with the Building Inspector (Chris Hodge) Mr. Norton still hasn't reached out to him per the board's request either.

Gazebo Follow Up: The gazebo has been completed. Mr. Trombley has painted and fixed what he was supposed to. Arthur Boutin (selectmen) is to get in touch with Mr. Trombley to see how many hours he put in and what he used of his own material. Once he discusses with Mr. Trombley the board will then make a decision on how much to abate.

Town Clerk/Tax Collector: Jennifer Trelfa (Town Clerk/Tax Collector) took a call from a concerned citizen in reference to the trash on Mt. Eustis Rd. The citizen stated that it seems as though people have been dumping couches and such off and leaving them. The citizen was wondering if there was any way this could be cleaned up. Scott Champagne (Chair) stated that he will contact the citizen.

Jennifer Trelfa has an Oath of Office for Debbie DeSantos of the ZBA (Zoning Board of Adjustments) for a 3 year appointment. Scott Champagne (Chair) made a motion to accept and Brian Higgins seconded the motion. All were in favor. All three selectmen signed the Oath of Office.

Jennifer Trelfa stated that a piece of town owned property was not marked exempt so the town owes \$355.17 in taxes. The map and lot number is R32 Lot 23. Scott Champagne (Chair) made a motion to abate the \$355.17 and Arthur Boutin seconded the motion. All were in favor of the motion.

The board signed off on a refund abatement for U2 Lot 73 in the amount of \$2,519.26. The property owner has been very patient with the entire process and has been made aware that a refund check will be coming. Scott Champagne made a motion to approve the \$2,519.26 refund and Brian Higgins seconded the motion. All were in favor of the motion.

Jennifer Trelfa provided the board with two pole licenses. Jennifer stated that she checks with Kevin Clement (Road Agent) as well before having the board sign off. The first pole is 206/2 on Atwood Street and the second pole is 200/46 on Pearl Lake Road. All board members signed off.

Jennifer had a request from Mr. Soto who owned land here in Lisbon and wanted to buy it back. His property is on Nihan Road. Jennifer stated that she has done up all the paperwork necessary and the exact amount that Mr. Soto would need to pay in order to get his property back. Once Jennifer writes to Mr. Soto and lets him know he only has 15 days to pay in full. The amount that he needs to pay is \$8,658.16. After discussion Scott Champagne (Chair) made a motion to allow Mr. Soto 30 days to pay and Arthur Boutin seconded the motion. All were in favor of the motion.

Town Administrator Updates: Sharon Penney (Town Administrator) sent Rob Lauricella (Utility Partners) an email outlining the parameters per the board's request.

Sharon stated that she did payroll with Krystle Dow (Administrative Assistant) and that it went well.

Sharon also stated that the Asset Management Grant was approved. She stated she will be working with Horizons Engineering soon to implement the report. She stated there is no contract yet but she will be in contact with John from Horizons to get a contract written up.

Sharon stated that she will be attending the Economic Development meeting that will take place Thursday May 24, 2018 @ 2pm at the Rail Road Station.

Update: Audrey Champagne (Lisbon Life Squad) brought forth several donations made to the Lisbon Life Squad and Lisbon Fire Department in memory of Jan Doyle. Arthur Boutin made a motion to accept all donations

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

Audrey Champagne (Building Committee) stated they have been working with Spectrum to get fiber into the new station. She has a 5 year contract she was looking for the board to sign. The reason for the 5 year contract is because there would be no instillation/construction costs. Audrey stated they were using Spectrum as that's who the town currently uses. Audrey stated that even if the contract is signed now the contract doesn't start until service is turned on. Arthur Boutin made a motion to accept the contract and Brian Higgins seconded the motion. All were in favor of the motion. Scott Champagne recused himself.

7:52 PM Arthur Boutin made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion.

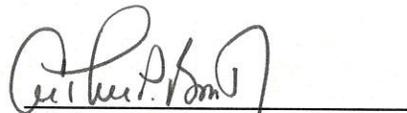
NEXT BOS MEETING: June 4, 2018 @6:30 at the Rail Road Station.

Respectfully submitted by Krystle Dow

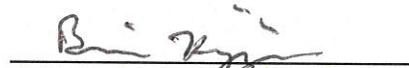
Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved on: 6/4/2018