



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

**Board of Selectmen's Meeting  
Tuesday May 8, 2018  
6:33 pm  
Rail Road Station**

**PRESENT:** Scott Champagne, Selectman-Chair; Brian Higgins, Selectman; Arthur Boutin, Selectman; Sharon Penney, Town Administrator; Krystle Dow, Administrative Assistant;

**PUBLIC:** None

**Approval of minutes from May 1st BOS meeting:** Arthur Boutin made a motion to approve the May 1st 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 1st BOS non-public meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

**Buck Ridge Road:** The town received a complaint that a resident was renting their property out as a "campground" on Buck Ridge Road. The complaint was then forwarded to the town's code enforcement officer/building inspector by the board of selectmen. After the code enforcement officer has reviewed the add and information he responded to the board of selectmen. Chris Hodge (Code Enforcement Officer/Building Inspector) stated that per the NH Planning and Land Use Regulations he finds nothing that would restrict single occupancy. Chris also mentioned he fails to find definitive information to address the situation. The board discussed Mr. Hodges findings are agreed. The only mention from the

board was to have Krystle Dow (Administrative Assistant) look and see if any of the property has been taken out of current use.

125 School Street-Update: A few weeks ago the town received a hand delivered cease and desist order from the owner of 125 School Street. It was for the towns building inspector (Chris Hodge). A neighbor to 125 School Street also reviewed the same notice and brought hers into the town hall and spoke to Scott Champagne (Charmain). Desmond then attended the next board of selectmen meeting and came before the board stating that Chris Hodge had slandered him and so on. The board took all the information that Mr. Watrous provided them and sent it to Walter Mitchell (Town Council). Also sent to Walter was a statement from a previous renter of 125 School Street stating the condition of the residence. Once Walter had reviewed all the information he then sent an email to the Board of Selectmen. His suggestion is that a letter be sent to Mr. Watrous stating that the town has received a number of concerns relating to the structural condition of the building and in order to either correct or confirm the concerns an inspection will need to be performed and to call the town hall to set up a date and time this can be done. Walter stated to give him two weeks to respond to the letter and if he does not respond within a two week period we will then ask the court for an administrative search warrant. Walter also stated to not only send the letter to the Texas address but tape a copy on the door of the 125 School Street residence (using tape that will not damage the door's finish). Scott Champagne (Chairman) asked Krystle Dow (Administrative Assistant) to write the letter and have Chris Hodge (Building Inspector) sign it.

LED Lighting Map: Sharon Penney (Town Administrator) provided the Board of Selectmen a link to access the GIS mapping from Affinity LED lighting. Scott Champagne asked the other board members if they had a chance to review the map and stated that it looked good and really clarified any questions he had in reference to poles. The board agreed that Affinity should be all set to install when they can. Scott Champagne (Chair) asked Sharon Penney (Town Administrator) to contact John Branagan from Affinity and let him know they are set to go.

Photos for Review: The Highway Department brought in photos of the well house and provided them to Scott Champagne. Scott Champagne stated that the Highway crew had to go to the well house for an unrelated

issue and found dead flies on the desk and floor so they took photos and provided them to the board. The board reviewed the photos which showed flies on the desk that is used, doorway, and floors and so on. The board stated that it is completely unacceptable for this and something needs to be done. Scott Champagne (Chair) told Sharon Penney (Town Administrator) that she is to scan and send the photos to Rob Lauricella (Utility Partners) and let him know that something needs to be done. The board stated the contract the town has with Utility Partners states someone should be at the plant for two hours a day on Saturdays and Sundays and the board feels as though nobody is coming in. The board has had prior issues over the winter where the well house wasn't being checked and they feel this should not be occurring.

Life Squad Donation: A donation was made to the Lisbon Life Squad in Memory of Janet Doyle. The donation was in the amount of \$100.00 from Tri State Fire Protection. Arthur Boutin made a motion to accept the \$100.00 donation and Brian Higgins seconded the motion. All were in favor of the motion. Scott Champagne recused himself as he is a member of the Life Squad.

Oath of Office: The board signed an Oath of Office for Dawn Nyberg to become the new Trustee of the Trust Fund President. Scott Champagne was going to contact Dawn and let her know so she can come to the Town Hall and get sworn in.

Updates- Scott Champagne (Chair) stated he received an email asking if the town would be willing to sign a Waiver of Liability for the Fire Department. This would be so the department could use the residence at 69 Water Street for training purposes. Arthur Boutin made a motion to accept the Waiver of Liability and Brian Higgins seconded the motion. All were in favor of the motion. Scott Champagne (Chair) stated he would send Krystle Dow (Administrative Assistant) the Waiver of Liability form.

Scott Champagne (Chair) stated that Mr. Trombly stopped him and he had started the gazebo and that he would have it done by Friday 5/11/2018. Scott Champagne told Mr. Trombly that it better be done as there are no more deadlines and the town has given him multiple chances.

Scott Champagne stated that there were three building permits he needed to sign and one he did not because instead of it saying "commercial" it says

it's for "residential". Scott stated that once the change was made and the permit said the right thing he would sign it. He just wanted all board members to be aware.

It was mentioned that 120 School Street hasn't been touched since the last BOS meeting on 5/1/2018 and the very last deadline he has to clean up the barn is May 15, 2018.

Donna Knighton asked if she could purchase a dog waste disposal station and keep it down near the gazebo. It seems as though lots of people do not pick up after their dogs or do not take their dogs to a proper place to do their duties. The person who is responsible for mowing the town property as expressed his concern as to the amount of dog waste that is in the park along with a few other town residents. The board thinks this would be a great idea and stated if Donna was willing to purchase the station then she may.

Town Administrator Updates: Sharon Penney (Town Administrator) stated that on Monday morning she received two calls from residents of Lisbon. The first call was from Ina Lippard asking if Terry O'Brien has submitted a letter of resignation from the cemetery trustees and the second call was from a resident on Gilman Hill. Sharon stated that the resident on Gilman Hill was inquiring about power to a camp and back taxes and so on. Sharon stated she told the resident to figure out who the supplier is for power in that area and give them a call and they could also call our Highway department. Scott Champagne stated that this particular individual stopped in the office a week ago and was told that his problem is a Civil matter and the town is not getting involved and he needs to contact his own attorney.

Sharon stated that Zach Mosher (Utility Partners) got the results back from the copper testing that was performed at the Lippard's and the Culver residence. Sharon stated that she asked Zach and the numbers that came back were nowhere near contamination level. Scott Champagne stated that if any resident thinks they have copper in their water then it's their own issues as the town does not use copper pipes in their water system, it's all plastic. Scott asked him the residents have been made aware of the test results and Sharon stated that Zach said he was going to bring Ina the results but she would check with him to see if that has happened.

7:31PM Scott Champagne made a motion to go into nonpublic in reference to a continuation of the Buffington Fund and Arthur Boutin seconded the motion. All were in favor of the motion.

7:46 PM Back into Public Session

8:02 PM Arthur Boutin made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion.

**NEXT BOS MEETING: May 15<sup>th</sup> @6:30 at the Rail Road Station.**

*Respectfully submitted by Krystle Dow*

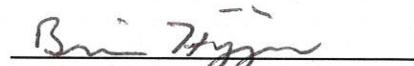
Board of Selectmen:



Chairman  
Scott Champagne



Selectmen  
Arthur Boutin



Selectmen  
Brian Higgins

Approved / Not Approved on: 5/15/2018