

TOWN OF LISBON, NEW HAMPSHIRE

SELECTMEN'S MEETING MINUTES

11/24/2014

SELECTMEN PRESENT: Stephen Knox (SK) Donald Butson

SELECTMEN'S OFFICE: Suzanne Tavernier

SK called meeting to order at 3:00

DEPARTMENT HEAD: Transfer Station Fred Garofalo came in to speak to the Board regarding the baler and his request to put a warrant article requesting a new baler in 2015. He told the Board they may be able to obtain a partial grant from New Hampshire the Beautiful.

SK asked FG has he had the current baler looked at in regards to repair.

FG stated that was one of the reasons he came in he wanted to know what the Board wanted to do. He said he would have the baler looked at but felt it was not repairable. Going forward if can't be repaired did the Board want to put in a warrant article or make the purchase part of the transfer budget?

SK stated the Board was not ready to give an answer until after we have it looked at. We would like to have a professional look at it and give an estimate on repair.

FG And if it can't be repaired or too costly to repair?

DB said it might be not worth fixing but we won't know until we have it looked at.

SK made motion to enter nonpublic personnel (**RSA 91:a3III**) DB 2nd so voted all

DON JUTTON-MRI :

SK Explained the reason we asked you to come in the Town has been without a TA (Town Administrator) for a few years and we are looking at the possibility of bringing one back. We asked you to come and tell us what a TA does and what MRI has to offer.

DB we are not sure legally if we can do, this the position was eliminated at Town Meeting and we don't know if the budget supports such a position.

Jutton, there is no TA under the RSA's and if the Town has not adopted a Town Manager. As far as what a TA can do, it's pretty much the same from town to town. It all depends on what you want to delegate vs. what you have to do. Part of it would be assessing what you need done. Such as financial, he asked ST if she entered everything into the fund system.

ST stated she did the daily entering into system and Greg Colby reconciles the books at the end of the month and at the end of the quarter as well as getting the Town ready for audit

Jutton explained that he had worked in Lisbon for a time for assistance, the Board wanted to clean things up but there was push back.



Jutton spoke about management of the budget; he is not a proponent of bidding. He felt this limited options. He stated the TA would deal with personnel issues and would establish or look at policies and procedures. Town government is circular, same things done same time each year. He spoke about the rules regarding postings. He suggested that payroll could be done every other week and accounts payable once a month.

DB stated one of the issues for Lisbon is growth regarding housing and business. Is that something a TA does?

Jutton economic development takes a long time and it needs to be looked at regionally.

SK what do you suggest, what do you see.

Jutton what you are doing is adequate. What we can help with is basic support such as the books, which seems like you have a good handle on. Carol worked for me and Greg certainly knows what he is doing. I could come up and mentor someone for a few months or help you hire someone. We are willing to train someone for you.

DB the few people I have spoken to feel we need a TA.

SK book wise we are in good shape, what we are thinking about is boots on the ground support. Is that what we need rather than remotely helping?

Jutton-that is a good question, it's a question about accessibility, looking for someone 2-3 days a week, not sure I can find someone to fill that. What you get from me is mistakes and experience on someone else's dime.

At the end of the day you are going to need to merge with other towns, regionalization nothing you do that can't be done in Littleton. The future is about merging to partners with other communities or buy services from other communities.

DB so in regards to the question of providing a TA service

Jutton It's going to be difficult; I might have someone from Manchester that might be willing to take on a couple of days a week. What is the lodging like up here? I don't know if he would be interested or not. My thoughts are you need to encourage the community to accept regionalization, how willing is community to go that route is the question. There is more to a community than having the town's name on the side of the highway truck or police cruiser. Town needs to consolidate, too small of a community to provide what you do. I suggest you consolidate, like the Police Department contracted with Littleton to cover town or transfer station, again contract with Littleton. These partnerships with other communities are the future, like the idea every town needs their own grader, wrong set up with inter-municipal agreements. Piece of advice, start conversation quietly, don't hold public hearing about covering police service with Littleton, start the conversations small.

I can come up again, but you will pay me. He told ST she could call anytime she has questions.

SELECTMEN'S BUSINESS: Board signed AP and Payroll Manifests.

The Board was presented with donations to Life Squad and Fire Departments

SK made motion to accept the donations DB 2nd so voted all

DEPARTMENT HEAD: Tax Collector/Town Clerk Jennifer Trelfa presented the Board with Train Station Rental request. She pointed out to the Board the number of attendees of original request. It appears that Main Street Inc. has been stating the station holds 50 seated and 100 standing. The Health inspector was contacted and he stated the number for rental is 25. Jennifer asked the Board if they wanted her to contact Main Street Inc. and make them aware of the true number allowed. SK if you don't mind that would be helpful and reiterate the Board has the final decision on rentals of Station. Jennifer spoke to the Board regarding an issue regarding taxes and asked for permission to speak with Town Counsel. The Board gave permission to contact Town Counsel.

SELECTMEN'S BUSINESS: DB made motion to accept minutes SK 2nd so voted all. The Board reviewed and discussed a DES grant for "Asset Management Planning" for water system. There was some discussion on the requirements of grant. SK asked if they should proceed or back away. DB proposed to go forward with grant and investigate more while to see if we get grant. SK agreed. The Board decided to move forward with the Grant using Weston and Sampson proposal as a guide for grant.

NON-PUBLIC: Buffington Fund (RSA 91:a3III) SK made motion to enter non-public to DB 2nd so voted all

PUBLIC:

SK made motion to adjourn DB 2nd so voted all