

# TOWN OF LISBON, NEW HAMPSHIRE

## SELECTMEN'S MEETING MINUTES

12/29/2014

SELECTMEN PRESENT: Stephen Knox (SK) Donald Butson  
SELECTMEN'S OFFICE: Gregory Colby (GC) Suzanne Tavernier

SK called meeting to order at 3:00

### **SELECTMEN'S BUSINESS:**

Board set up date to continue on Budget review with GC-Date set for January 7<sup>th</sup> at 5:00

### **PUBLIC:**

Mr. Wold spoke to the Board regarding the posting of agenda's and other town postings. He asked if the sign in center of town could be used to post meetings. Special Hearings, Town Meetings and the like are posted on the sign. Mr. Wold asked if the Board had an idea on the tax impact for next year's budget. The Board explained the Budget was still being worked on and they had no hard numbers yet.

**DEPARTMENT HEAD:** Tax Collector-Jennifer Trelfa presented the Board with a water abatement request for approval

**NON-PUBLIC: (RSA 91:a3III)** SK made motion to enter into non public regarding correspondence from Town Counsel DB 2<sup>nd</sup>  
Roll Call: MF-yes, DB-yes, and SK-yes

### **SELECTMEN'S BUSINESS:**

Board Signed AP and Payroll Manifests  
Received Rail Road Budget Printout  
Reviewed Letter to owner of Quimby Road property  
Received Copy of Buffington decision from prior probate  
Board was informed deeding process on Parker residence would be done the first of year  
MF asked if there was a Highway Department policy regarding equipment running unattended  
Town Report-Board was informed the quote would be held at the same cost as 2014  
GC gave Board encumbrance requests from Department Heads

*MF  
DFB  
GC*

Discussion on the requests and if the Board has to release funds once encumbered. GC explained the Board would just be encumbering the funds, that is was up to the Board if those purchases are allowed to going forward into 2015.

SK made motion to encumber the following:

Highway Department: \$4,138.00 for welder

Police Department: \$2,228.00 for ammo

Town Office: \$2916, 00 Software Back-up/ Cloud and tech service

DB 2<sup>nd</sup> the motion so voted all

Letter to owner of Quimby Road. SK made amendment to letter, changes made and Board signed letter

GC presented the Board with a quote from Irwin for cruiser lease.

SK made motion to table DB 2<sup>nd</sup> so voted all

Board asked Chief Pinson be asked to attend next week's meeting to discuss.

SK Made motion to accept all non public minutes as written DB 2<sup>nd</sup> so voted all

Board reviewed public minutes SK made amendment to wording regarding discussion regarding sidewalk tractor

Board opened RFP for town assessor services, the Board will review proposals

GC and Board had discussion regarding a warrant for CIP and fund balance.

Selectboard would like to go forward and present warrant for CIP in March

GC spoke about fund balance and building of surplus, DRA minimums and emergency expenditures.

SK reviewed public minutes with change, made motion to accept minutes DB 2<sup>nd</sup> so voted all

DB spoke to GC about his concern about lack of response to items he has requested information on. He requested that the Board receive updated reports on requested items on a regular basis. GC stated he would email updates.

The Board wanted to know what the time line was regarding health insurance. What was renewal time line was on renewal of policy.

The deadline to change policy was in November. The policy went from Jan- Dec.

The renewal was done on Dec 8<sup>th</sup> and the policy end date was Dec 31<sup>st</sup>.

GC explained there was a "kick out or drop" period of 60 days

MF stated she was going forward with getting quotes and would present to the other Board members when she received quotes.

**NON-PUBLIC: (RSA 91:a3III)** MF made motion to enter into nonpublic regarding personnel SK 2<sup>nd</sup> Roll call on motion: DB-yes, MF-yes and SK-yes

**DEPARTMENT HEAD:** Fire Department Chief Stevens requested the Board encumber fund for an invoice approved at earlier date. The items would not be delivered until the new year.

SK made motion to encumber \$3020.00 for outstanding invoice DB 2<sup>nd</sup> so voted all

**NON-PUBLIC: (RSA 91:a3III)** DB made motion to enter nonpublic regarding personnel SK 2<sup>nd</sup> roll call on motion: MF-yes, DB-yes, and SK-yes

DB presented the other Board members with correspondence from Don Jutton, MRI regarding Town Administrator's search

Board reviewed a request for sewer abatement

Grant from DES. DB requested both proposals be sent to Josh Welch for his review. They would request Josh attend Monday's meeting and give his opinion on the two proposals.

**NON-PUBLIC: (RSA 91:a3III) Buffington Application** SK made motion DB 2<sup>nd</sup> Roll Call on motion: SK-yes, MF-yes, and DB-yes

**SELECTMEN'S BUSINESS:**

DB made motion to adjourn SK 2<sup>nd</sup> so voted all