

# TOWN OF LISBON, NEW HAMPSHIRE

## SELECTMEN'S MEETING MINUTES

07/21/14

SELECTMEN PRESENT: Stephen Knox (SK) and Donald Butson (DB)  
SELECTMEN'S OFFICE: Suzanne Tavernier

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

**SELECTMEN'S BUSINESS:** Board reviewed and signed AP and Payroll manifest, timber intents, pre-manifest and reviewed correspondences  
SK made motion to approve minutes DB 2<sup>nd</sup> so voted  
SK made motion to seal non-public minutes of 7/14/2014 DB 2<sup>nd</sup> so voted all

The Board reviewed treasurer's weekly report.

The Board reviewed and signed letter to tax payer regarding culvert

Main Street Inc. submitted a plan for repair of the town sign. The Board signed off on the plan. SK spoke on the desire to have Main Street come to Board meeting to speak on the roll Main Street regarding the Town of Lisbon. The Board asked that Susan Wall be asked to come to future Selectboard meeting.

The Board received a letter from the Share Ministry regarding the two dates they will be holding services in the "Brick Church"

Board reviewed ad for RFP regarding the wastewater roofs.  
SK expressed concern including the new roof line as part of the proposal.  
DB felt it was best to do all at once, but could make as an optional for bid. They made changes to draft ad to reflect the new roof as optional project.  
SK spoke about where to advertise and felt Courier was best choice  
DB agreed  
The Board asked that ad be placed in Courier for a period of two weeks.

The Highway Department have almost completed the recalibration of meters, and will do a test read sometime next week.

A discussion about Grove Hill and payroll, moving forward the payroll will come out of Highway Department budget in regards to Highway personnel but the hours need to be tracked for the upcoming budget.

DFB SK  
CF.

Life Squad and Fire Department will be asked to come in on August 11<sup>th</sup> to speak to the Board regarding the splitting of the Department into two separate departments.

Upstage Players and the "clean out" of the Town Hall. SK pointed out the deadline to vacate all materials owned by the group has passed. After some discussion the Board asked a letter be drafted and reviewed at next meeting

Updating Town Web Page, the Board would like to see zoning regulation and building permits is available on the Town's web page.

There was a brief discussion about third party software regarding building permits and other forms.

SK expressed a desire to utilize the Town Web page more to keep people informed.

SK spoke on the draft for water shut off policy. He had spoken to the Highway superintendent who expressed a need for a fee waiver for volunteer shut offs.

DB asked if he was looking for no charge or reduced charge.

SK said he was open to looking at it either way.

The town counsel currently looking at the "draft" water shut off policy and will be advising changes that will need to be made.

**NON-PUBLIC: (RSA 91:a3III)** DB made motion to enter non-public to SK 2<sup>nd</sup> so voted all

**SELECTMEN'S BUSINESS:** SK made motion to postpone deeding of Parker property until here back from town counsel regarding sending new communication DB 2<sup>nd</sup> so voted

**NON-PUBLIC: (RSA 91:a3III)** DB made motion to enter non-public to SK 2<sup>nd</sup> so voted all

Scott Champagne Trustee of Trust fund came in to speak to the Board regarding a monthly accounting from treasurer. He also asked if the Board wanted to speak to Town Counsel or give permission him to contact Town Counsel regarding the Buffington fund and clarification of use regarding ambulance services, or the need to go back to probate to have ambulance services covered. There is another issue that needs to go back to probate regarding minimal payouts and the request to eliminate.

The Board felt the Trustees should be the ones to speak with Town Counsel and gave permission for Trustees to do such.

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

CF.  
DAB 