

# TOWN OF LISBON, NEW HAMPSHIRE

## SELECTMEN'S MEETING MINUTES

March 31, 2014

SELECTMEN PRESENT: Conrad Farnham (CF), Donald Butson (DB), and Stephen Knox (SK)

SELECTMENT'S OFFICE: Suzanne Tavernier

CF-Made motion to call meeting to order at 2:59, DB 2<sup>nd</sup> so voted by all

**PUBLIC:** Chris Ness and Kathy O'Conner came in to speak to the Board about using the hall. Chris currently uses the hall for basketball for the All Stars Team and would like to use the hall for Middle School Baseball.

SK-Asked if they were just looking for a place to practice until they could go outside

Ness- Stated he would be working on mechanics and could use "whiffle" balls if there was a concern about damage from using baseballs

DB-Asked how often would they be using the hall

CN- He is looking for 3 days a week, Tuesday, Wednesday and Thursday. Only until the snow is gone. He stated the player have insurance.

KO-Presented the Board with copies of the players insurance

DB-Asked if the program was through the Middle School

CN- Yes for the Baseball, but Basketball is a separate group, all stars.

SK- Stated he had concerns about damage being done to the hall with baseballs.

CN-If the Board does not want them to use baseballs they can use a softer ball.

SK- Said he understood the need, and that they can't go outside until the snow is gone. He asked Ness when baseball would start.

CN-Said he would like to start next week for the baseball and continue the basketball.

SK- Stated he was comfortable with the baseball as long as there are no issues, and was fine with the basketball continuing. He asked if the Board could make a decision and get back to him.

CN- Stated that would be fine

SK- Stated we will have Suze call you when we reach our decision.

CN & KO Left meeting

DB- Asked what other concerns the Board members had in regards to using the hall for baseball. He went on to state that he was comfortable with the use with the limited use of baseballs, and if something gets broken we can revisit. He asked the other two members if they are ready to vote

SK-Made a motion to allow the use of the space with the no hard baseball limit on the use DB 2<sup>nd</sup> the motion, so voted all

*DFB*  
*SEK*  
*C.F.*

**SELECTBOARD:** The Board was presented with adjustment journals to be signed. The journals were completed by Greg C. for the month of March.

**DEPARTMENT HEAD: TRANSFER STATION-**Fred Garofalo spoke to the Board about a Photo Shoot that will take place @ 11:00 on Thursday. The Photos are in regards to a Grant received involving the NRRA and NH Beautiful. Garofalo went on to state the Transfer Station has received several grants over the last few years. He stated it is hard to get grants. He stated that they have also received posters for the transfer station from this group. He wanted to know if the Board would like to be present for the presentation.

DB- Stated I can make it, but if the other two would like to go.

CF-Stated he could make it and would be there

SK- Said he thought he could make it, he would try.

SK-Asked Fred how are things going in general?

FG-Said pretty good, He had just received a check for a load of cardboard, unfortunately the price on most recyclable has gone down. There are more things we have to pay to get rid of, like magazine, books and shredded paper. He went on to say many things affect the price of recyclables.

SK- Thanked Fred for coming in.

DB-Thanked him for keeping the Board informed

**HIGHWAY DEPARTMENT-**Kevin Clement- He told the Board he had several questions for the Board. He made a request to enter into nonpublic (RSA 91-A:3) Personnel issue. SK made motion to enter nonpublic DB 2<sup>nd</sup> so voted all PUBLIC: He presented the bill for the sidewalk tractor. He asked what the Boards intentions to continue with rental or replacement. He stated it was the intentions to repair the tractor but the price was much higher than anticipated. Did the Board want the tractor brought down to Gray's auction?

SK-Asked if he had a rough idea how much the town would receive?

KC-Stated about 1,500.00 would be good. We have to disclose what is wrong with it, and is sold "as is"

DB-Asked if he had ever sold anything through Gray's before.

KC-He had not

SK- Asked if we fix this one, how old is it? How long do expect it to last?

KC-The tractor was purchased 7-8 years ago and repairs are about 7,000.00. The housing in the back had issues. If had Todd and Chris worked on it there was no guarantee, if Blackmount worked on it there would have been a 60-90 day guarantee. But then we found out how much had to be done to it.

DB- That is when it was decided to lease. Month by month, do you need it longer?

KC-Well it's \$600.00 a month, if it is here we can use it, yes we can get by without it after the snow. Maybe just get us through end of May. We could lease until the end of May. We don't have paving so we won't need to use it for that.

DB-Stated we will need to do something before snowfall

SK-Said we can work on what our replacement plan is. He asked if KC had a brand loyalty.

CK- Stated he had looked into Kubota and John Deer. He had spoken to MB tractor. It was a matter of service maintenance

DB- Asked if he had check into New Holland

KC- Said he had not, the biggest thing to him was service and Blackmount had provided excellent service.

DB- Asked about the cost difference between Kubota and John Deer

KC- Stated that is was about the same

DB- Said that was interesting he thought Kubota was less

SK- Stated going back to the one we have, if we repaired it could we get 5 years?

KC- No, if we repair there is no guarantee, it is only worth what we put into it. He had not planned to replace it yet, but this happened. It doesn't make sense, to me, to put 7,000.00 into it. The pump going makes me nervous.

SK- Asked the tractor we are leasing has the same issues?

KC- Said yes, it is bigger, but it has some of the same issues we have with the current on. We had a problem with the size and weight of the hopper on the current tractor, had to add "training wheels"

DB- Asked if we had a price on the tractor we are leasing now?

KC- Said around 22,000.00.

DB- Asked what year it was

KC- It has around 2600 hundred hours on it, and they had the same issue with the housing that we have on our current one.

DB- Asked if any of the attachments fit from the current one?

KC- Replied no

SK- Asked does that price include attachments

KC- Just plow and blower

SK- Asked if we buy new how much maintenance do you except?

KC- Replied, Oil and Filters

SK- Do you have any interest in calling New Holland?

KC- Would be concerned about service maintenance.

SK- Stated if wouldn't hurt to ask the questions

KC- Said currently I can call Ray and if we need a part we get it right away, the service has been great. But for a small difference he would prefer to stay with Blackmount

SK- Stated I think it's important and I rely on your judgment for maintenance.

KC- Stated he needed to know what the Board wanted to do about Gray's

SK- Asked if they could have a week to think about it?

KC- Said yes, I just need to know what direction we are going.

DB- Said I think we have to extend the lease

SK- Said I agree

KC- Said if we have to wait until fall we will make due

SK- Made a motion to extend the lease until end of May, DB 2<sup>nd</sup> so voted by all

SK- Stated he was comfortable selling the tractor

DB- Said I think we can move forward, unless anyone had any other questions

SK- Said he was all set

DB- Made a motion to go ahead and sell tractor at Gray's, CF 2<sup>nd</sup> motion, so voted all

KC-Gave the Board expenditure request to sign  
SK- Stated he wanted to speak about the water meter readings. Can you give us an idea on how many meters new to be replace or put in  
KC- Stated that ¾ of the meters have been put in, there are some sitting in the town garage that need to be put in  
SK- Asked if he intended to put them in this summer  
DB- Asked if KC could give a better time frame then summer  
KC- Stated no, it is all a time coordination thing. Have to contact homeowner and coordinate everyone. As for the readings, there have been so many changes over the years and no consistency in this office.  
DB- State we are where we are regardless of how we got here and we need to fix it  
KC -Said he thinks someone needs to sit down with Chris and go over the readings, and again there has been no consistency in this office  
DB- Asked do we have one meter Reader Company?  
KC- Stated yes, the company is out of Lebanon and he would like them to sit down with Chris and whomever the Board wants  
DB- Asked do you have any questions; do you think you should be part of it?  
KC- Said no, but I should be part of it. Chris is in control of the whole thing.  
DB- Asked how long does it take to read meters  
KC- Said about two days  
CF- Asked how many hours  
KC- Said about 9 hours, would like to do quarterly  
DB- Stated you would be in favor of doing it more often. What I am interested in is solving this and would like to help. I think we should set up a meeting with all involved; Meter Company, Software Company, Chris, Greg and Suze.  
KC- Asked if April 16<sup>th</sup> would work.  
SK- Said we need to have Greg involved in this as well  
ST- Will speak with Greg on Monday and set up a meeting with all parties involved

**DEPARTMENT**-Life Squad-Dave Combs (DC) and Audrey Champagne (AC)  
AC- State they have looked through everything and can't find an information about current rates. She did note that in previous minutes it was noted that an increase had been approved, but they did not know what the rates were. She told the Board that she and Dave had spoken to the Comstar representative and he had provided suggest rates base on other area town's rates  
SK- Asked if millage was in addition to the rates  
DB- State that millage was on top of everything else  
AC- Stated there is a basic cost, then added to that  
DC- Said the basic cost covers the truck, crew and meds  
BD- Asked what the average was for millage  
DC- Replied 12-17miles  
The Board will review rates

AC- Stated the other issues have to do with the current by laws and who was eligible to be on the squad. We had made an addendum to the 911 membership to say "Lisbon coverage area" as that can change.

DC- Said this included area's covered by Mutual Aid.

AC- Said we currently go to Bath due to bridge being out

SK- Asked if we get called to Landaff do we receive a fee

DC- Explained that we have a mutual aid pact with Landaff so if called we would respond. The Mutual Aid dues are meant to cover the cost associated with those calls. Currently Landaff has a contract with Woodsville for transport, but we respond to 911 if dispatched

DB- Stated he has a concern that we will be taken advantage of

DC- Stated under mutual aid agreement if we are called we go.

SK- Stated first I commend you as a first responder, but we need to look at cost.

DB- Asked is the Lisbon Life Squad under the Fire Department?

DC- Yes, we are under the Fire Department

AC- Said Technically we are under George, he is the Department Head

DC- Stated anyone we transport, we receive pay for, unfortunately every town is under the same cost issues

AC- Stated it works both ways; if we are short staff we can call mutual aid as well

SK- Asked in terms of addendums, what else are you looking for

AC- Said we are breaking the 911 and transfers squads down. We may need people from out of town to help with transfers. We have said they need to have a 30 minute response time

DC- Said if we are short staffed this helps to open up to more staff

SK- Stated his concern is to make sure the proper procedures are being followed for hiring

DB- Said the only thing I have to say, if you don't like the bylaws don't just ignore them. It does not sit well with me to change them after you have broken them. I think you need to be proactive.

AC- Said to be honest we did not know

DC- Said there is a history of issue that needs to be addressed. Have had many issues in the past and have not had time to look at everything

SK- Said how we got here isn't as important as moving forward correctly; it's a public safety issue. These people reflect the town.

AC- Said before if a lead left there was no way to replace, we would like to expand to co-directors

SK- Said he would like to have it run so if something happens, it can carry on

DC- We had planned to share responsibilities but it just did not happen

SK- Said I want to be clear your Department Head is George and we are going to hold his feet to the fire. There needs be a Chain of Command Structure

AC- Asked if it was possible to have a member of the Life Squad attend Department Head Meetings

DB- Said I have one thought on that; I think we need to talk to George. I don't have a problem with it, but we need to speak with him

SK- Said I am in agreement with that

AC- Stated I understand

DB- Stated we are trying to open the lines of communication with all departments, I am sure it won't be a problem

DC- Said maybe the time of meetings is a problem, not trying to make you change the time. Audrey and I are going through everything up stairs. It's going to take time; it's going to take time to rebuild.

AC- Said we have in the works a first responder's class, so hoping to get a few members from that. They can drive the ambulance while the EMT works in the back. It is the lowest level, but they can drive and we currently need that.

We need a minimum of 6 people for the course.

DC- Explained the course is 60 hours of training it's a commitment. All levels have many hours of training and continuing education hours.

AC- Said we are a work in progress, building the service back up

DC- Said we have a lot to learn going forward; we have a stack of bills we are waiting to send to Comstar, just waiting on NPPS.

AC- Asked if the personnel files up stairs should be down stairs

DB- Said you can keep copies of what you want but we should have everything down stairs

**SELECTBOARD:** The Board accepted a donation to the Lisbon Life Squad Equipment fund: SK made motion to accept donations CF 2<sup>nd</sup> so voted all  
The Board reviewed a letter from Trumbull Associates, after reviewing the letter the Board requested a few changes.

SK – Said letter should explain that it is not part of the 5 year re-evaluation, and the tax payers' rights.

DB- Said if any of us has concerns with it, we should asked for it to be changed  
The letter will be given back to Trumbull for changes

The Board received a request to cut down a few trees near the information booth

DB- Made a motion to allow Skip Derosia to cut the trees, CF 2<sup>nd</sup> so voted all

DB- Made a motion accept minutes as written CF 2<sup>nd</sup> so voted all

DB- Asked if we have heard anything back from the DRA in regards to special hearing.

ST- Said not yet, Jamie was out of town until the 31<sup>st</sup> but would check with her again

DB- Stated in last meeting, it was mentioned that about students community service requirements and if this was anything the town could take advantage of. He had spoken to Mr. Sexton and it seems this year there is a tree planting project that most will be working on. However he did state there are several groups at the school that will work on community based projects, if we have anything in mind to contact the school

DB- State he had spoken to Peter Minich from Passumpsic Bank in regards to a TAN loan. He felt that he was competitive and something the town should look into.

ST- Stated that Greg and she had looked into Passumpsic and had considered it the only reason we had not was a time crunch issue. She would have Greg continue to look into getting a competitive rate

SK- Said that was a great suggestion, anything to help save the taxpayers money

CF Made a motion to enter into nonpublic (RSA 91-A:3) regarding a personnel issue DB 2<sup>nd</sup> so voted all

**PUBLIC:** The Board discussed the current status of personnel files for all town employees. CF made a motion to have Greg review all personnel files to see what needs to be addressed, including but not limited to background checks of all town employees SK 2<sup>nd</sup> so voted all

SK made a motion to adjourn CF 2<sup>nd</sup> so voted all 6:00pm