

TOWN OF LISBON, NEW HAMPSHIRE

SELECTMEN'S MEETING MINUTES

11/17/2014

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

SK called meeting to order at 3:00

SELECTMEN'S BUSINESS: SK spoke on the culvert on Mt. Eustis Road and the status of repair. The Board asked that Road Agent inspect culvert repairs and report back on status.

Board signed AP and Payroll Manifests

DEPARTMENT HEAD: Transfer Station Fred Garofalo presented the Board with his choice of candidate for part time position at the Transfer Station.

DB asked if FG explained the position was limited hours, part time as needed, and that getting the full time position was not automatic

FG said he had explained the limitation of the hours. He asked the Board what the rate of pay was going to be

DB I thought we agreed to start off with the same pay that LB was receiving

FG told the Board the candidate would have to go through certification process and asked if the Town was going to pay for the classes

The Board stated the Town would be paying for the certification classes

FG asked when the candidate could begin

DB said after all the paperwork and background information came back

SELECTMEN'S BUSINESS: The Board reviewed estimate for furnace repair. DB made motion to approve the repair SK 2nd so voted

The Board signed water & waste water abatements

DB made motion to accept minutes as written SK 2nd so voted all

The Board asked if information regarding backgrounds was ready, Board was told would have list by Wednesday

DB asked if any research had been done regarding hiring a payroll service
GC stated he was working with another client on same and would pass on what he found

Handwritten signatures of Stephen Knox (SK) and Donald Butson (DFB).

There was a discussion regarding the closing date of the Grove Hill Cemetery and whether or not there should be some flexibility to that date, depending on if ground frozen. It was decided it would be taken case by case depending on weather.

BUDGET ADVISORY COMMITTEE: Chair Barry Liveston (BL)

BL asked if the committee could have end of year ms-25 budgetary statement

GC stated MS-25 school form not a budgetary statement

BL stated the committee wants to know if revenue are closed to projected under or over projected

There was a discussion about overlay

GC explained overlay for abatements, discounts, refunds and write offs/tax deeds

BL said they were looking at historical revenues how compares to projected revenues is, are your projections conservative or way over and how surplus can be used

GC any revenues over projected is put in fund balance

BL if under estimate revenue you need to raise more through taxes, at the end of the year at the school we would buy things out of surplus instead of impacting the next years taxes, of course the school is a bigger budget

GC Town is different than school, different rules

BL Stated they were looking for what is appropriated for at town meeting

GC stated that is on MS2 and MS4

BL asked if they could have those for the last 10 years

GC will be difficult to find in this office; perhaps DRA or can use audit reports

BL asked if the Board was looking at capital reserve for capital improvements

GC said we are currently working on that

There was a discussion regarding town owned property and fixed assets.

BL asked where the Board was with the department budgets

SK stated that GC was working with the Department Heads

GC stated he had met with all the Department Heads and was finalizing. He wanted to sit down with the Board to get their take on things before turning over to the committee

SK stated he wished we had a little more interaction with other advisory committees. What do other down do with committee? He asked if the advisory committee had reached out to any other advisory committees

BL state they have had some input, information brought to the committee from members who have gone to meetings.

There was a discussion regarding last year's meeting, BL stated that it was suggested at meeting there would be a drop of around 2.00 or 3.00 dollars but only down 1.00 and questioned the revaluations effect on rate.

GC stated I don't know where the idea of a drop of 2.00-3.00 came from; it was never suggested at meeting. Merely stated what the rate per thousand would be regarding warrant, but also explained the revaluation could and would change.

SK We did have that discussion at Town meeting, and that revaluation's effect on the tax rate

BL suggested that instead of impact on tax rate, give an overall percentage rate of either increase or decrease

GC said ok but that can change as well, you stated the school budget up due to a short fall in state funding. So the projected percentage the budget was to drop changed, it actually went up

BL said I agree but you have to give them something to work with

BL asked about overlay and how it is set

GC explained overlay.

BL asked if there would be an advantage to quarterly billing, would require changing fiscal year. Problem with change is essentially need to come with a year and half budget

GC stated overall he didn't think due to the economic environment of Lisbon it would be to an advantage to town at this point

SK stated the Board is relying on the Advisory Committee and Greg to help guide Don and himself through this process

SELECTMEN'S BUSINESS: GC asked the Board what they wanted to do about paving regarding the budget for next year. A list of roads in need of repair was given to GC and an estimated figure of 150,000.00 per year as part of the three year plan.

GC asked the Board if they wanted to consolidate the capital reserve accounts to have just equipment fund for each instead of have several account for specific equipment. He suggested there be a Highway Capital Reserve for Equipment, a broader use of reserve, there would be one for each Dept.

DB stated he was in agreement with that idea, each department with own reserve but with a more general use

The Board and GC had a brief discussion about time line on budget

DB made motion to adjourn SK 2nd so voted all