



**TOWN OF LISBON, NEW HAMPSHIRE
INCORPORATED 1763**

**Board of Selectmen's Meeting
Monday November 12, 2018
6:30 pm
Rail Road Station**

PRESENT: Scott Champagne, Selectman-Chair; Brian Higgins, Selectman; Arthur Boutin, Selectman; Krystle Dow, Administrative Assistant; Jennifer Trelfa, Town Clerk/Tax Collector

PUBLIC: John Warzocha (Horizons Engineering); Marc Burnell (Horizons Engineering); Cathy Conway (Horizons Engineering) and Victor Carbonneau

Approval of minutes from November 5th BOS meeting: Arthur Boutin made a motion to approve the November 5th BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

Public: - Victor Carbonneau came before the board in reference to a building permit. Victor stated that he spoke with the towns building inspector (Chris Hodge) and informed him of his plans. Mr. Carbonneau stated that when he came to pick up his building permit he had no idea that he was going to be charged a total of \$300 as he was under the assumption when in talking with Chris Hodge that it was going to be one permit in the amount of \$150.00. The board had Mr. Carbonneau explain what he was looking to do. He stated that he was an addition on each side of his garage. The board stated that if one of the additions had a concrete floor and the other was just stone then it would only be one permit not two

but if both additions have a “foundation” then it would be two separate permits.

Horizons Engineering- John Warzocha, Marc Burnell, and Cathy Conway from Horizons Engineering all met with the board of selectman in reference to the Asset Management Grant. They also discussed the towns O & M plan. Scott Champagne stated that the town has been in non-compliance with their O&M plan for some time. He stated that he believed the previous town administrator and Horizons were working on the O&M plan as that was discussed and monies had been set aside. Horizons stated that they would fill out the paperwork that DES recommended and they provided the board a list of different grants that are available. They went through the list with the board and the board stated they would like to move forward with some of grants in which Horizons will help with.

Appointments of members to North Country Council- Scott Champagne made a motion to appoint Rosalind Page to the North Country Council Transportation Advisory Committee and Arthur Boutin seconded the motion. All were in favor of the motion.

Scott Champagne made a motion to appoint Sandra Butson and Mary Lou Forsyth (as alternate) to North Country Council and Arthur Boutin seconded the motion. All were in favor of the motion.

River Road Bridge-Corrected Proposal and Public Notice: Glenn Lavoie (Winterset) sent the board a corrected proposal for the work that will be done on the River Road Bridge. The amount of the proposal is \$77,228.00. Brian Higgins made a motion to accept the revised proposal and Arthur Boutin seconded the motion. All were in favor of the motion. An ad was placed in the paper for a public hearing that will be held on November 19, 2018 @ pm in order to expend surplus funds in the amount of \$30,228.00 to make emergency repairs to the River Road Bridge.

Hiring of Highway Department Employees: The Town of Lisbon has taken on two employees, one which is full time and one is part time which will be part of the Highway Department. Scott Champagne made a motion to hire Todd Fisher for the full time Highway position pending a clean background check and Arthur Boutin seconded the motion. All were in favor of the motion. Arthur Boutin made a motion to hire Lester Bousquet for the part-time position for Highway and Brian Higgins seconded the motion. All were in favor of the motion.

Update of EMPG Grants: The grants have been approved, along with waiver that was applied for.

Town Clerk/Tax Collector: Jennifer Trelfa stated that voting went well. She stated that there were a total of 514 ballots.

Tax bills went out and the assessors forgot to mark four town properties exempt. Jennifer Trelfa had four abatements for the town properties that needed to be signed. The properties are as follows: Map R6 Lot 8; Map R22 Lot 15; Map R27 Lot 8; and Map R32 Lot 23. Scott Champagne made a motion to approve all abatements and Brian Higgins seconded the motion. All were in favor of the motion. All board members signed the abatements.

Jennifer Trelfa stated that there were three owners that were due refunds for overpayment. The first was the Ammonoosuc Conservation Trust in the amount of \$19.43. The second was to John H Bertsch Jr and Rebecca Bertsch in the amount of \$152.50. The third owner was Bernie Dodge but Jennifer Trelfa stated that his refund will be applied to an existing outstanding tax bill. Brian Higgins made a motion to distribute refunds to all three property owners listed and Arthur Boutin seconded the motion. All were in favor of the motion. All board members signed refund documents.

Updates: The transfer station hours will change beginning January 1, 2019. They will no longer be opened on Sundays. That being said the hours will be as follows: Wednesdays and Thursdays 1pm – 7pm and Saturdays 8am – 3pm. The administrative assistant (Krystle Dow) will send an email to both Landaff and Lyman making them aware of the change and it will be posted on the towns web site as well.

Remind the public hearing will be held Monday November 19, 2018 at 6 pm at the rail road station followed by the regular select board meeting.

7:40 PM Arthur Boutin made a motion to adjourn and Brian Higgins seconded the motion. All were in favor of the motion.

NEXT BOS MEETING: November 19, 2018 @6 PM (Public Hearing) at the Rail Road Station followed by the regular board meeting at 6:30 pm.

Respectfully submitted by Krystle Dow

Board of Selectmen:



Chairman
Scott Champagne

Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved
on: 11/19/2018