



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

**Board of Selectmen's Meeting  
Tuesday November 14, 2017  
6:30 pm  
Central Street Railroad Station**

**PRESENT:** Scott Champagne, Selectman; Arthur Boutin, Selectman; Brian Higgins, Selectman; Krystle Dow, Administrative Assistant; Town Clerk; Jennifer Trelfa.

Guests: Laura Mullikin

**Approval of minutes from November 7<sup>th</sup> BOS meeting:** Brian Higgins made a motion to accept the November 7<sup>th</sup> BOS meeting minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

Arthur Boutin made a motion to accept the November 7<sup>th</sup> BOS Nonpublic meeting minutes with stated corrections and Brian Higgins seconded the motion. All were in favor of the motion.

**New England Wire Technologies:** Laura Mullikin from New England Wire Technologies came before the board with the POTW permit. She stated that it has been sent to NH DES where they have reviewed and approved it. She was looking for signatures from the board for the next 5 years. Scott Champagne asked Laura to send Sharon Penney (Town Administrator) an email of the signed copy. Brian Higgins made a motion to approve the POTW and Arthur Boutin seconded the motion. All were in favor of the motion.

Water Issue: The residents at 1360 Pearl Lake Road had a float valve that was stuck and allowing water through. The homeowners have had the issues corrected. Kevin Clement road agent thought it was the town's responsibility to fix the issue. Scott Champagne (Chairman) took there three prior readings and divided them by 3 which gave him an average of 19,623 gallons instead of 34,870 gallons. This bill they received was \$315.37 so Scott Champagne (Chairman) took the previous bills and averaged them which came out to \$216.00. Scott Champagne made a motion to abate \$99.00 to make the bill \$216.37 and Arthur Boutin seconded the motion. All were in favor of the motion.

Water Meter Issue: The administrative assistant Krystle Dow received an email from Kevin Clement (Road Agent) in reference to water meters not measuring water as efficiently as the new meters. Kevin had asked about replacement of the meters in the future and also asked about monies. The board would like a number as to how many meters need to be replaced and to be clear its \$700 per meter? The board did think best to wait until next year as they wanted more information and didn't think there would be enough monies available but they will check with Greg (Financial Director) as to what is available for monies.

Request for Purchase Form: Greg Hartwell (Fire Chief) put in a request for purchase form for air bottles for air packs. They are looking to replace 10 packs that are outdated and the cost for each pack is \$795.00 which is a total of \$7,950.00. Arthur Boutin made a motion to approve the request and Brian Higgins seconded the motion. All were in favor of the motion.

Final Water/Sewer Bill : There was a final reading done at 117 Highland Ave for a final water/sewer bill and all board members signed.

Request for Use: Sam Natti sent in a request for use of the Town Hall for Bitty Basketball. This will be Monday – Thursday 4pm-7pm beginning November 27 through February 22, 2017. Scott Champagne and Arthur Boutin recused themselves from the vote as they are both lion's club members. Brian Higgins approved the request for use of the town hall for bitty basketball.

Request for Use: The Shared Ministry filled out a request for use of the Rail Road Station. They are looking to use the RR Station on November 17, 2017 from 11am – 2pm for the community lunch. Normally this lunch is held at the church but they have the church set up for wreath making. Scott Champagne made a motion to approve the use of the RR Station and Brian Higgins and Arthur Boutin seconded the motion. All were in favor of the motion.

Information Booth: Wilbur (Bill) Callender provided the board a summary of all the individuals whom stopped at the information booth. He kept track of the dates, times, and where the individuals were from. The board has agreed to send Bill a Thank You.

ZBA Alternate: Louis Derosia was approved to be an alternate on the ZBA last week but Scott Champagne signed the wrong spot on his Oath so all board members resigned the Oath.

Monthly Managers Report: Utility Partners has provided another monthly managers report in which the board enjoys seeing.

Town Treasurer: Audrey Champagne (Town Treasurer) asked the board's permission to give Jennifer Trelfa (Town Clerk/Tax Collector) access to the bank account so when the town goes to One Check in December Jenny will be able to make sure the state gets paid. Arthur Boutin made a motion to grant Jennifer Trelfa access to the bank account and Brian Higgins seconded the motion. All were in favor of the motion.

Audrey Champagne also asked the boards permission to give the administrative assistant (Krystle Dow) permission to make daily deposits and keep track using the daily receipt log. Scott Champagne made a motion to allow Krystle Dow permission to make daily deposits and Brian Higgins seconded the motion. All were in favor of the motion.

**Scott Champagne made a motion to go into nonpublic @ 7:21 PM under RSA 91-A, I and II in reference to the Buffington Fund. Arthur Boutin seconded the motion. All were in favor of the motion.**

7:33PM nonpublic was closed and they came back into public session. The board approved the Buffington Fund application.

7:37 PM Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor.

**NEXT BOS MEETING: November 20th @ 6:30 pm at the Rail Road Station**

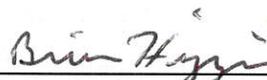
Board of Selectmen:



Chairman  
Scott Champagne

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Selectmen  
Arthur Boutin



Selectmen  
Brian Higgins