



**TOWN OF LISBON, NEW HAMPSHIRE**  
**INCORPORATED 1763**  
**Board of Selectmen's Meeting**  
**Tuesday October 22, 2018**  
**6:30 pm**  
**Rail Road Station**

**PRESENT:** Scott Champagne, Selectman-Chair; Brian Higgins, Selectman; Arthur Boutin, Selectman; Krystle Dow, Administrative Assistant;

**PUBLIC:** Elaine French

**Approval of minutes from October 15th BOS meeting:** Arthur Boutin made a motion to approve the October 15th BOS meeting minutes as written and Brian Higgins seconded the motion. All were in favor of the motion.

**Approval of Non-Public minutes from October 15th BOS meeting:** Brian Higgins made a motion to approve the October 15<sup>th</sup> BOS non-public meeting minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

**Public:** - Elaine French who is running for District 14 State Rep came before the board. She is new to the political field. Elaine was a teacher at Lisbon Regional School until 2008 so she has a soft spot for Lisbon. She provided each board member a little back ground information about herself. Elaine stated she is proponent of a Family-Friendly Economy which includes paid family leave insurance, all day kindergarten, and affordable health care. If elected she is looking to negotiate and compromise. She

stated that public money should fund public education. Elaine asked the board if they had any questions or changes they wanted to see. Scott Champagne (Chair) stated he would like to see the current use laws change. He stated that a lot of people from out of state own just land and shouldn't get tax breaks for being in current use. Arthur Boutin stated that other states such as Vermont charge 40% higher if it's a second home. The board would like to see a new change in the law.

Bridge Bids for River Road Bridge: There were two sealed bids that were received. The first bid was from Winterset in the amount of \$79,278.00. The second bid was from R.M. Piper Inc. in the amount of \$82,708.00. After review of the bids the board stated there was not enough money to cover either bid. Krystle Dow (Administrative Assistant) will need to send both bids to Eckman Engineering and explain that the town only has a certain amount of funds in the account to repair the bridge. Scott Champagne (Chair) stated this would need to be re-visited after Eckman Engineering received the information.

Conditional offer of Probationary Employment-Police Officer: Chief Pinson has taken on a full time officer named Teighlar Carney. She is replacing officer Hennessey who left in September. Teighlar was offered a full time position with the Lisbon Police Department. She is on a six month probationary period which would end April 22, 2018. Scott Champagne made a motion to accept the conditional offer of probationary employment and Arthur Boutin seconded the motion. All were in favor of the motion.

Signature of Building Permit: A building permit came in which was sent to the building inspector. The permit needed to be signed in which Scott Champagne (Chair) signed the permit.

Audrey Champagne-Life Squad: Audrey Champagne came before the board and stated that the life squad would like to put \$1,200.00 towards the purchase of the gear washer that Harry's Raiders will be purchasing. Audrey stated that the money would come out of the 2012 Lisbon Life Squad Revolving Equipment Fund. Arthur Boutin made a motion to accept the \$1,200.00 be put towards the gear washer and Brian Higgins seconded the motion. All were in favor of the motion. Scott Champagne (Chair) recused himself.

Audrey Champagne stated that two weeks ago the ambulance was inspected and the inspection went well. She stated that even though the inspection went well they have new requirements. One of the requirements is that they have two sets of 1.0 needles. Audrey stated that they use these needles quite frequently for patients. If they purchase the needles in bulk it is cheaper than purchasing as singles. Purchasing as singles they are \$100.00 apiece. Audrey stated that they would like to purchase the needles out of the 2012 Lisbon Life Squad Revolving Equipment Fund and they will purchase in bulk so the total will be \$1,100.00. Brian Higgins made a motion to accept the purchase of needles and Arthur Boutin seconded the motion. All were in favor of the motion. Scott Champagne (Chair) recused himself of the vote.

Audrey Champagne also presented the board with another invoice which was for blinds for the station. She used the site blinds.com. There are 12 windows in the new building and the blinds that they would like are light blocking and double cell which will help with keeping heat in. Arthur Boutin made a motion to pay the invoice for blinds and Brian Higgins seconded the motion. All were in favor of the motion. Scott Champagne (Chair) recused himself of the vote.

Audrey Champagne (Treasurer) provided the board with an invoice from Presby Construction in reference to the EOC/ Fire/EMS building. The invoice states they are 74% complete and the total of the invoice is \$200,128.00. Brian Higgins made a motion to accept and pay the invoice to Presby Construction in the amount of \$200,128.00 and Arthur Boutin seconded the motion. All were in favor of the motion. Scott Champagne (Chair) recused himself of the vote.

Audrey Champagne presented the board with grant paperwork. The paperwork is for the EOC Generator. The total cost of the project is \$62,706.00. Audrey stated that because the grant is over \$10,000.00 it will need to go to Governors in Council and the money won't be available until the second week of January. The town is responsible for a 50% match (which the match already exists because all of the money that has been put towards the building). The Town of Lisbon Board of Selectmen voted to accept the terms of the Emergency Management Performance Grant as presented in the amount of \$31,353.00 for the purchase and installation of the generator at the Town's Emergency Operations Center. The board does acknowledge that the total cost of the project is \$62,706.00 in which

the town is responsible for a 50% match which is the amount of \$31,353.00. Arthur Boutin made a motion to accept the grant in the amount of \$31,353.00 and Brian Higgins seconded the motion. All were in favor of the motion. Scott Champagne (Chair) recused himself of the vote.

Audrey Champagne presented the board with another grant. This grant is for the Local Emergency Operations Plan Update and EOC Equipment. Audrey stated that she had spoken with Samantha Ward (EMPG Coordinator) about combining the two grants. Audrey stated that because this grant is under \$10,000.00 it does not need to be sent to Governor's in Council. This grant is for equipment and updating of plans. Audrey stated that combining the two makes a total of \$9,500.00. The Town of Lisbon Board of Selectmen voted to accept the terms of the Emergency Management Performance Grant as presented in the amount of \$9,500.00 to update the community's Local Emergency Operations Plan and to purchase and install tables, chairs and equipment to support Wi-Fi access and a computer power supply for the local Emergency Operations Center. The board acknowledged that the total cost of the project is \$19,000.00 and that the town is responsible for a 50% match of \$9,500.00. Arthur Boutin made a motion to accept the LEOP and EOC equipment grant in the amount of \$9,500.00 and Brian Higgins seconded the vote. All were in favor of the vote. Scott Champagne (Chair) recused himself of the vote.

Audrey Champagne came before the board and stated that there has been a lot of miss communication in dealing with the grants and that she was just informed that the Equipment Grant has had a cap placed on it so the maximum amount is \$40,000.00. Audrey stated that she has been in touch with the town's area rep (Paul Hatch) and they believe they were given a waiver and that the town still qualifies for the entire amount not the capped amount as that just took effect in October and Audrey had the grant submitted back in September. Paul Hatch believes that a written letter should be submitted in which he and Audrey will write. That being said Audrey stated they are lacking roughly \$7,100.00 to get the antenna in and up before snow along with the wi-fi and a few other items needed to be operational. Audrey was wondering if it is possible for the selectboard to approve the money out of the unanticipated revenue. The board had a discussion and asked that the Auditors be contacted to see what the correct way is to go about this.

**Updates:** Arthur Boutin (selectboard member) stated that a citizen had contacted him in reference to using the town hall to distribute clothes on

November 15<sup>th</sup> and 16<sup>th</sup>. Arthur Boutin stated that he would bring this before the board. The board stated that they didn't see an issue with it but they would like her fill out a Request for Use of the Town Hall form.

**7:42PM Scott Champagne made a motion to go into non-public to discuss a Buffington Fund application and personal matters and Arthur Boutin seconded the motion. All were in favor of the motion.**

**8:19 PM The board came out of non-public and Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.**

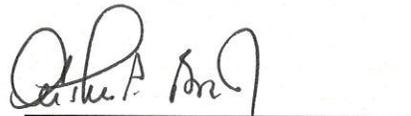
**NEXT BOS MEETING: October 29, 2018 @6:30 PM at the Rail Road Station.**

*Respectfully submitted by Krystle Dow*

Board of Selectmen:



Chairman  
Scott Champagne



Selectmen  
Arthur Boutin



Selectmen  
Brian Higgins

Approved / Not Approved  
on: 10/29/2018