



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

**Board of Selectmen's Meeting
Monday September 24, 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: Olivia Dow; Richard Brooks

Approval of minutes from September 17th BOS meeting:

Arthur Boutin made a motion to approve the September 17th BOS meeting minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

Approval of Non-Public minutes from September 17th BOS

meeting: Brian Higgins made a motion to approve the September 17th BOS non-public meeting minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

Public: Richard Brooks- Richard Brooks who previously owned 490 Butson Road came before the board. He wanted to know if the board was willing to accept an offer he was making in reference to 490 Butson Road. This property was deeded and the Town of Lisbon now owns it. Mr. Brooks received a letter from the town stating he had to pay \$11,969.81. Mr. Brooks made an offer to the board of paying \$4,000.00 in back taxes within 90 days and would like the property re-assessed. Jennifer Trelfa (Town Clerk/Tax Collector) stated that the property can't be re-assessed for previous years. The board felt as though they wouldn't be doing Mr. Brooks

any favors by accepting his offer. They felt as though if they accepted the offer they would still be in the same position. Scott Champagne made a motion to not accept Mr. Brooks offer and Arthur Boutin seconded the motion. All were in favor of the motion. The board gave Mr. Brooks 30 days to remove his belongings before a lock goes on the door.

KENO-Discussion: - All three board members got letters from the New Hampshire Lottery Commission in reference to KENO. In the letter it has stated that 66 cities and towns have approved KENO. Some of the surrounding towns that have approved it are Littleton, Lancaster, Bethlehem, and Haverhill/Woodsville. If the town goes through with KENO they need to hold a public hearing 15-30 days prior to town meeting. The board has decided to opt out.

Intent to Cut-Signatures needed: There was an Intent to cut for Map R46 Lot 001 on Northey Hill Road. All board members signed the Intent to cut as all the previous missing information was filled in.

Emery & Garrett Groundwater: Emery and Garrett Groundwater provided the 2019 service contracts for the board to sign. The board reviewed the service contracts and wanted a little more information. They want to see what the price was last year and also they were wondering how long the town has used this company. The board will want this to be on next week's agenda.

Highway Update- All fire hydrants were flushed as of 9/21/2018. Kevin Clement (Road Agent) had asked to meet with the board in non-public in which they met on Friday 9/21/2018. Kevin Clement (Road Agent) is requesting more help at the highway garage. He feels he has limited help and not enough time to get things done. The board agreed with hiring a part time person. Scott Champagne stated that he spoke to Kevin Clement (Road Agent) and informed him that he needed to write up job descriptions for positions. Scott Champagne also stated that a citizen approached him about the fire hydrants and how they need to be painted. The board discussed the issue and thought it would be best if the fire department painted the hydrants then they can know which hydrants have what for PSI.

Administrative Assistant-Updates: Krystle Dow (Administrative Assistant) sent the RFP out to both companies that bid last year. She also put it on the town's website and it will be in the paper as well. Krystle Dow (Administrative Assistant) also informed the board that Corey Rocke (Transfer Station Attendant) now has obtained his DES certification and has his weighmasters license as well.

Town Clerk/Tax Collector: Jennifer Trelfa (Town Clerk/Tax Collector) had sent the board an email in reference to updating the stamp machine the town currently has. The machine we currently use is outdated and they no longer make replacement parts. Scott Champagne called Pitney Bowes and they sent Jennifer Trelfa an email with the new pricing of the new machine. The price for the new machine will be \$156 quarterly. The town is currently paying \$81 a quarter. Scott Champagne made a motion to purchase the new stamp machine and Arthur Boutin seconded the motion. All were in favor of the motion.

Jennifer Trelfa (Town Clerk/Tax Collector) picked up some paperwork from the bank per the request of Audrey Champagne (Treasurer) the paperwork was loan paperwork for the new dump truck.

7:56PM Scott Champagne made a motion to go into non-public to discuss personal matters and Arthur Boutin seconded the motion. All were in favor of the motion.

8:33 PM The board came out of non-public . Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.

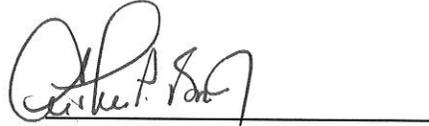
NEXT BOS MEETING: October 1, 2018 @6:30 PM at the Rail Road Station.

Respectfully submitted by Krystle Dow

Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved
on: 10/01/2018