

TOWN OF LISBON, NEW HAMPSHIRE
SELECTMEN'S MEETING MINUTES

April 13 2015

SELECTMEN PRESENT: Stephen Knox (SK), Thomas Demers (TD)
SELECTMEN'S OFFICE: Suze Tavernier (ST)

SK opened meeting at 5:30

DEPARTMENT HEAD: Tax Collector/Town Clerk-Jennifer Trelfa presented the Board with Mike Carver's resignation from the Emergency Management Director. JT-I will be sending out Deed Notices this week and Lien Letters will be sent out next week.

SK What do you need from us?

JT-They have 30 days, then I will be coming to you with a list and the Board will have to decide what you are going to do.

SK Are any of them are on payment plans currently?

JT Yes

JT I know you wanted a list of Town owned properties, we printed this list from the assessing software, going through most are bits of land along the river bank. If you sell property before the three years, have to offer back to previous owner and any profit above what is due needs to be turned over to the previous owner.

SK Is that in an RSA?

JT Yes, 3 years or offered back to previous owner, they would be required to pay all due plus 15%

SK Could I have a copy of that RSA, would like to keep up on the law

JT The Parker Property deed has come back, so we will need to contact Town Attorney and find out what the next step the Town needs to take.

SK ST contact Town Attorney, and copy the Board

JT I also have a question regarding another property regarding an upcoming deed

JT I have advertised on the web page and in the paper for my part time deputy I will choose and the Board appoints, RSA it's the Clerk's job to choose deputy

SK Still a Town Employee

JT Yes, would be subject to backgrounds

TD Do you have a job description?

JT They are required to do all I do, have all the certifications

SK Do you have anything in writing?

JT I go by what the state requires, everything Clerk does, Deputy does

SK But employee of Town, not the same rights

TD Is it benefited ?

JT No, only 13 hours a month

SK
TD

TRUSTEES OF TRUST FUND: Scott Champgane, Mark Winter and Joe Nyberg
SC Came in to let the Board know what's going on with the Trust funds. After a bidding war between Passumpsic and TD, looks like we are going with Passumpsic, they lock in for 5 years

JN We will see a 17 thousand dollar savings over the 5 years

SC The Buffington Checking account will stay at Woodsville. In reference to Grove Hill, we found stocks we need to liquidate, when we finish getting it straightened out we will do split.

JN we are meeting with Passumpsic and if they are unable to transfer the funds as we currently can, won't change. Carmen thinks they should be able to work something out, that's what we are meeting with them about.

SC Another thing, the warrants at Town meeting combined all the known capital reserves, there is a backhoe account that did not show up. After so many years with a zero balance. Will have to be brought up at next year's Town Meeting.

SK Have to vote to close it out

SC Would have been nice to do this year, but we didn't know about it.

SK So next year Backhoe needs to be closed

TD-just going away

SC Warrant article to remove

The Board explained the Brown Trust and Scholarship they hold for the school.

TD Can we use the Trustees as a link between us and the School? Where they have some involvement with School, is that something we can do

SK I think the advisory budget committee is more suited

TD We need collaboration between the School and the Town, so we are all on the same page

SK I don't see the role of the Trustees, Budget Advisory Committee, Capital Improvements, I see them working to help determine a direction

SC I see what you are saying, there are some people who want to do somethings that are not legal, people on the Budget Advisory Committee that were on trustees in the past and should know better.

TD Where I am coming from as an outsider, everyone is in own world, we need link, we need to be on the same page

SC Well, now that you have brought up, The School fees have drastically increase for the Generator

TD Generator

SC School maintance, Town ought to pay something, State required. Have to pay the state once every five years and it was like 1,200.00

SK Bob Adams came to us last summer, we completely overlooked at budget time.

SC We just paid 2,400 to have testing done.

TD Who is Chair of School Board

SC Bob Adams

SK we want to have a liaison with the School, some of the shared cost send us the information

TD Asked Department Heads, I would like to see scope of work for year, what's going on. Same thing for School Board, weekly reports, like the budgetary thing regarding state funding, what's going to happen if those cuts go through

SC Actually it is only 10% at this point and it still needs to be passed

TD Is the School making that up through taxes

SC Other than that going to lose teacher or lose programs, bare bones. The ten year plan keeps dropping retirement, exceeding, that's where we are taking a hit

TD Stuff like that, just bullet points send to Selectmen

SC You can come to meetings

TD If everyone communicates

SC no one came to this year's Meeting, it was ridiculous, it was over in 19 minutes.

SKI had a question regarding Buffington. The application states within a calendar year.

JN That would be up to the Selectmen, I would think

SELECTMEN'S BUSINESS:

Letter of interest for Conservation Commission-Board asked it be passed on to Roselind Paige and have her give her recommendation

Highway-KC asked if the Cleaning raise would be retroactive from January 1st? Board agreed to make retroactive, but would like a breakdown of cost.

SK asked TD to look through hand book. We will be making amendments to personnel handbooks, such as cleaning stipend.

SK asked if NHMA could be contacted and request an updated personnel handbook update

TD I would like to see weekly, just quick bullets of what is going on from each Department Heads a quick update

SK We can talk about it at Department Head Meeting. I don't think it's unreasonable but that is something the Town Administrator will do but in the meantime

TD I was thinking of stopping to talk with each of the Department head, what they need, daily duties, I just think they have kicked for so long.

Police Department Cruiser estimate- Board reviewed four estimates and chose Tavernier Auto.

SK stated we need to look at the ice situation, so this kind of thing doesn't happen again.

Clough Property

SK spoke with KC he has stated he doesn't need more than what's there. DB had stated 33 feet, which comes from mapping experience. How I feel, going along with KC, if we need more than that we can get it the future, for public safety reasons. .

TD Measured Road width 17 pavement part. Would like to see this move forward, don't need 33 feet but at least 25 feet. I think is a good compromise SK DB felt 33 import and I see his point, KC the Road Agent states, his advise TD can we put something in deed:

SK I think we should table until DB gets back, I would like to hear what he has to say. I would feel more comfortable after hearing his opinion

Board Tabled until DB's return and asked that D.Clough be contacted and told the Board will take up at the April 27th meeting

Pay Chex-SK I guess I dropped the ball, I was going to call other Towns and see how they handle Retirement and Treasurer concerns

SK Check with Main Street about having the Budget Advisory Committee request on Board

SK motion to approve minutes TD 2nd so voted all

SK motion to approve nonpublic minutes TD 2nd so voted all

NON-PUBLIC: (RSA 91:a3III) Personnel SK made motion to enter nonpublic TD 2nd so vote all

SELECTMEN'S BUSINESS: TD did the Department Heads hand in inventory list

ST We told them someone from the Budget Advisory Committee would be in contact with them

TD I did email the Budget Advisory Committee about the Capital Improvement Plan

SK made motion to adjourn TD 2nd so voted all