

TOWN OF LISBON, NEW HAMPSHIRE
SELECTMEN'S MEETING MINUTES
12/30/2015

SELECTMEN PRESENT: Stephen Knox (S. Knox), Donald Butson (D. Butson) absent at opening of meeting Thomas Demers (T. Demers)
Town Administrator: Daniel Merhalski (D. Merhalski)

MEETING OPENED: S. Knox opened meeting at 5:00pm

SELECTMEN'S BUSINESS: Board reviewed AP manifest. The Board asked for clarification on a check for Fire Department Mileage reimbursement. There was a discussion regarding a check for Electrician, D. Merhalski explained it was for a repair at "Chevron Park". The Board signed AP /Payroll Manifests. T. Demers arrived during this process. The Board asked for update on Paychex Service. Dan explained that the he had been told by Paychex Representative the GL's were ready. The only outstanding issues have to do with Retirement and Social Security. He told the Board he should have an answer tomorrow. D. Merhalski pointed out there are two weeks left before the end of the year and hopes the issues will be resolved. There was a discussion regarding the service, the Board felt if close to resolving issues should stick with the service. If issues not resolved, T. Demers suggested looking into another service, the other Board members agreed. D. Merhalski stated if they can't get it resolved by the time we need to close the book, we will look for another service. Board signed Rail Road Station Rentals, for Lisbon Stump Jumpers and Lisbon Historical Society.

DEPARTMENT HEAD: Josh Welch spoke the Board about the pump on Bath Road. In the process of replacing the check valve, it was discovered that none of the valves work that holds the water back from the lagoons. He explained there are six and plus the main one, and they are all leaking. The Board asked what needed to be done. Josh explained there is a manhole that needed to be checked. The other scenario is to have someone dive in the lagoon; place pipe in the lagoon, then let the water to drain back into the pump station that is worse case. He explained if they replace the main one that would be a start. He just wanted to give the Board the "heads up" he will check around for a price for the one main valve, but might require the Town to get at least two. D. Merhalski asked for a "ball park figure" from Josh. Josh stated he was not sure, at least a couple grand a piece and there are six of them. There was a discussion on when the last time the pumps were tested; Josh explained that one has been off line for over a year. S. Knox asked about urgency and public safety, and asked for a timeline. He stated cost is an issue but public safety trumps a lot of things. Josh explained the need and safety concerns. The Board requested estimates and time frame. D. Merhalski asked that Josh get information to him prior to the January 11th meeting. Board signed a tax refund and reviewed correspondence.

TOWN ADMINISTRATOR'S REPORT: Request for refund from property owner Amy Hopkins, which the Board has already approved. D. Merhalski stated another item was the tour of the Lisbon Professional Building, in regards to the Town Hall, is scheduled for January 11th at 5:00. Mr. Loescher will meet the Board there and give a tour. D. Merhalski stated it is a public meeting so technically if the public shows up, they can go through it as well. D. Merhalski explained the information he received regarding the sale of Town owned properties, unless seized through taxes it can be sold as long as you get permission at Town Meeting, he gave a general over view of what steps have to be taken if seized by taxes. D. Merhalski stated he did not think the Town had ever passed the RSA allowing the Selectmen to sell Town property. He stated he had contacted the online auction company as T. Demers requested, the company turns over to local auctioneer and fees are a percentage of the sale price. The company will be getting back in touch with him in the upcoming weeks. D. Merhalski spoke on the auditor's RFP's and the Board's request to check references. There was a discussion regarding the upcoming audit and if the Board wanted to go ahead.

The Board agreed to go ahead with Roberts & Greene.

Sgt. McKinley's request to be reimbursed for Social Security's paid in, as he is not eligible for under the law. Board agreed and signed request

NON-PUBLIC: (RSA 91:a3III) 5:26 S. Knox made motion to enter into nonpublic for personnel and Buffington Fund Applications D. Butson 2nd so voted all.

PUBLIC SESSION REOPEN: 6:49

SELECTMEN'S BUSINESS: Board reviewed and approved public minutes for 12/14/15. D. Butson made motion to accept minutes as written, S. Knox 2nd so voted all

Board reviewed requests for encumbrances for fiscal year 2015. D. Merhalski stated he had to add to list some last minute additions. He gave Board an amended memo, and stated the request Josh spoke about earlier will also be added for \$1,400.00. D. Merhalski stated CAI line mapping project \$13,500.00, Well rejuvenation \$11,600.00 with a 7,000.00 contingency for parts, Ice Melt project being taken from the Police Training and conference line \$7,406.00, FA for paper supplies \$639.32, Town Clerk paper supplies \$322.95, Highway Culvert Sprayer \$ 6,383.00 Technical Assistance \$3,500.00, Ross Funeral Home \$117,000.00, Life Squad \$911.42, Highway Gravel \$10,000.00, Highway Aggregate material \$10,000.00, Water/Waste Water \$1,400.00. S. Knox made motion to accept all encumbrances D. Butson 2nd so voted all.

Board reviewed and signed NH Mutual Aid program, D. Merhalski explained the program. There was a discussion on the agreement. T. Demers asked if K. Clement was in favor of signing, D. Merhalski stated that he had given agreement to K. Clement and that K. Clement had returned to D. Merhalski and requested the Board sign it. T. Demers stated he was under impression K. Clement didn't want to do, that's why he had asked. Board signed agreement.

There was a discussion regarding the possible increase in Water & Sewer rates, no further information currently. S. Knox made motion to table until January 11th D. Butson 2nd so voted item tabled.

Lisbon Main Street agreement- D. Merhalski explained the agreement. Board signed the agreement.

T. Demers spoke on the Gravel Pit and the possibility of Lisbon having a Town gravel pit in regards to Town Owned properties.

The Board had a discussion regarding the possibilities, agreed to start the conversation. D. Merhalski will ask K. Clement to weigh in on the discussion for the next meeting.

ADJOURNED: S. Knox made motion to adjourn at 7:06 D. Butson 2nd so voted all.

Respectfully submitted,
Suze Tavernier, Recording Secretary