

TOWN OF LISBON, NEW HAMPSHIRE
SELECTMEN'S MEETING

JULY 13, 2015

SELECTMEN PRESENT: Stephen Knox (SK), Donald Butson (DB)
Thomas Demers (TD)

SELECTMEN'S OFFICE: Suze Tavernier (ST)

MEETING OPENED: 5:05 SK Opened Meeting

SELECTMEN'S BUSINESS

Board discussed email from Highway Superintendent regarding his request for stipends for carrying papers.

Board requested KC submit proposal with actual policy, budget/cost of stipend, timeline of implementation, rotating schedule and chain of command

Board signed expenditure request from Water Department

The Board had a discussion about the mapping of the water system required by the state. There was a discussion regarding CAI and the funds put in this year's budget to assist with the mapping

SK explained to TD what had been discussed last fall regarding the State requirements and budgeting for this equipment to begin process of mapping the Town's water system.

DB told the other Board members he had been in contact with Carmen at Passumpsic regarding the account that will not be funded. He had inquired about the automatic sweep and Carmen explained how it has been working, she offered to come in and explain.

NON-PUBLIC: (RSA 91:a3III) Personnel and Legal SK made motion DB 2nd

PAYCHEX & TOWN TREASURER:

Anthony Roberts and Martha Ruffle

Anthony presented the Board with the required paperwork. After some discussion it was agreed that SK would be signer on paychecks with DB and TD signatures on file if a change needed to be made.

AR requested some recent reports from the current payroll software, after he receives the reports he will get back to the Board regarding the start date for Paychex. He believed it could be as early as July 20th but he would get back to the Board as soon as he had everything lined up

SELECTMEN'S BUSINESS

DB made motion to accept all minutes TD 2nd so voted all


DFB

Board signed AP and Payroll Manifest, timber warrants, Pre Manifest, letter to land owner regarding timber report

NON-PUBLIC: (RSA 91:a3III) Legal SK made motion DB 2nd so voted all

SELECTMEN'S BUSINESS

Board reviewed exempt status by the Assessor, his suggestion is to approve two and deny one.

The Board request Phil be contact to sit down and go over reasons to exempt status needs to be removed with land owner

LIFE SQUAD: Audrey Champgane presented the Board with a list of clients with outstanding invoices. She explained that Comstar had sent 3 mailing and a collection letter with no response from this parties on the list.

She went on to explain there were two on list that were billed too late during the transition at the beginning of 2014, and there were some with address issues.

She went on to tell the Board what options were available now for these invoices. Report to credit bureau, small claims court or write off. There was a discussion about trying to find more current address to provide to Comstar. Board requested new address be sought first then go from there.

SELECTMEN'S BUSINESS

The Board discussed who was available for the monthly department head meeting. The Board will have to cancel the July Department Head Meeting, as they will not have a quorum. Board requested all Department Heads be notified

TD spoke to the other Board members about his meeting with Paul Hatch and the hazardous mitigation plan. He would like to appoint a 2nd deputy. The other Board members agreed.

DB asked ST to make sure "to do list" is updated to the Board and if there is anything that is not going to be completed to let the Board know immediately .

SK made a motion to approve or reaffirm RSA 31:15 indemnification of Town Employees DB 2nd so voted all

ADJOURNED 8:05 SK made motion to adjourn DB 2nd so voted all