

**TOWN OF LISBON, NEW HAMPSHIRE
SELECTMEN'S MEETING MINUTES**

March 23, 2015

SELECTMEN PRESENT: Stephen Knox (SK), Donald Butson (DB).

SELECTMEN'S OFFICE: Suze Tavernier (ST)

SK opened meeting at 3:00

DB made motion to make SK Chair SK 2nd so voted all

SK- We can revisit when TD returns in case he is interested in Chair

SELECTMEN'S BUSINESS: Reviewed Highway Safety Grant, signed maintenance contracts with WB Mason and CAI.

Board Signed AP and Payroll Manifests, Diesel/Gas logs, and expenditure request.

Reviewed DRA 535 form prepared by GC. SK had question and wanted GC to clarify. ST will email GC and have him explain

Board reviewed estimate for sump pump replacement for train station, approved the estimate and signed off on

PUBLIC:

Donald Leavitt came in to speak to the Board regarding something he had read in the Selectmen's Minutes of March 2nd.

DL- In the March 2nd minutes it stated you were reviewing my deed, and there was something regarding a 33 foot ROW. My concern is that you are negotiating with someone in regards to their property and how that is going to affect me

SK It doesn't affect your property

DB The minutes are in regards to the Board reviewing your deed to see what was in your deed, for a reference of the ROW. Just to see what currently existed

DL- Explained there were two deeds in April 2014 the Town presented a deed, but in May 2014 his Attorney had made change in the verbiage, and that was the current deed

SK We just want to see how is was referenced in your deed, what was footage in your deed, we didn't want to create a choke hold on road if we went to small

Terry and Jane O'Brien came in to speak to the Board about the Editorial they had submitted

ST I had printed and passed on to the Zoning Board

The Board had not received a copy, but would review it. SK explained the Zoning Board is an independent Board and the Board of Selectmen had no authority over the Zoning Board or Planning and their decisions.


SK
DB

The O'Brien's also made a request that more seating be made available for hearing.

SK asked that the Zoning Board be made aware of this request, and perhaps they could borrow chairs from school if needed.

ST I will let the Zoning Board members know, will let the Chairman Bob Clark know

SELECTMEN'S BUSINESS: Board reviewed minutes from March 9th and made adjustments.

DB made motion to accept minutes as amended SK 2nd so voted

SK made motion to accept non public minutes from March 9th DB 2nd so voted all

Board reviewed letter for Clough lot line adjustment, made a change. Board signed off on letter with changes

DEPARTMENT HEAD: Town Clerk/Tax Collector Jennifer Trelfa present Board with a copy of Town meeting minutes

SK asked if they need to approve, JT stated no they were her minutes

She told Board the Parker deed had been recorded, but had not received copy yet. She explained she would be getting a folder together for the next steps.

JT told the Board the certified they had sent to another taxpayer regarding upcoming deed had been returned refused. She wanted to know if the Board wanted to wait until the April deeding date or proceed now

SK I see no reason to wait

DB I agree. Where do we stand as far as legally notifying

JT We sent notice, she refused. Will send a 2nd certified this week.

DB Will that do any good if they refuse

JT- When someone refuses it appears on the certified returned by post office

SK I say we go forward, we have done our due diligence

DB We have to, I agree

JT-Presented the Board with two people interested in filling the Treasurer's position. She told the Board Arlene Hite and Martha Ruffle had expressed interest. Martha Ruffle had given her a letter of interest and resume.

SK Stated that Mary Lou Forsyth was also interested and will submit a letter of interest. He suggested they table making a decision until they had letters from all three. They will review on Monday.

JT Explained there were several people interested in filling the open position on the Zoning Board and was holding the letters of interest for the Board for review

SK asked if JT could get a list of all the committees with any open positions to the board

JT stated she would get the Board a list

Board asked that ST contact NHMA and find out the rolls/limits/RSA regarding the Town Treasurer.

Board discussed the waste water roof and the fire station wall repair
They would like DH to be contacted and requests an estimate by April 6th.

DB had been contacted by payroll service and he stated he would get back to them in regards to switching over payroll

SK I am ready to move forward, what information do we need to move forward

DB suggest we talk with Barry Liveston of BMSI and Budget Advisory Committee and coordinate with him

SK What questions do we need answered for our office

ST How information will be "slupped" over to fund accounting, Retirement reports, 941, VT Tax report and Primex unemployment reports

SK asked DB are you going to get in touch with Barry and set him up with the payroll service representative

DB I will

SK Have GC to write a financial policy regarding the Capital Reserves
Established at Town meeting and expenditures in excess of \$10,000.00

Board would like Building Inspector to present draft for new building permit to include Fire Department and Highway Superintendent sign off by April 13th

SK Lease for Rail Road Station, currently pay \$1,200.00 a year, but the cost to the Town is around \$5,000.00

DB Not sure the total cost is reasonable

SK Needs to be more than \$100.00 a month, I was thinking to start \$200.00

DB I was thinking \$250.00 but ok with \$200.00

Board asked for lease draft to be done for next meeting to include increase of \$200.00 a month, plus half the electric

NON-PUBLIC: (RSA 91:a3III) SK made motion to enter nonpublic regarding personnel and legal DB 2nd

Roll Call: SK-yes, DB-yes

SELECTMEN'S BUSINESS:

DB made motion to adjourn SK 2nd so voted all