

TOWN OF LISBON, NEW HAMPSHIRE
SELECTMEN'S MEETING MINUTES
May 4, 2015

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

SK opened meeting

PUBLIC: Joe Avery (JA) Quimby Road, came in to speak about plan he presented to Board to be recorded at Grafton County reference liability JA Checked with state and this is what is recorded, not actually in deed. Otherwise would have to be removed from deed in future if road is ever taken over by the Town. We are all set, want to start on the road, checked with KC and he was not sure where we were on this.

SK Can do the upgrade, this needs to be done before building permit issued
JA So we can do upgrade to road, but no building permit issued until this part is taken care of. I spoke with Stan, gave him plan. Spoke to him about what needs to come out of current use, and that was my question. Does Lisbon have a minimum amount that has to be taken out of current use?

SK We don't have a minimum amount required to be removed from current use.
JA We are going to pull out amount based on setbacks and well. We took extra 20 feet from center of road and spoke with KC he said that was plenty. We have it all mapped out, so all set to begin on road. Are you all set with the document I provided, it is attached to deed and mylar makes reference to it.

SK We need to hear back from Town Counsel

JA The homeowner is also putting in power, now maybe a chance for others to want to build, to come in.

SK When we get approval from Lawyer, needs to be filed to issue building permit.

JA How soon?

SK As soon as we hear back from Lawyer, we can have Suze call when signed

ZONING BOARD: Robert Clark

NON-PUBLIC: (RSA 91:a3III) Legal SK made motion to enter non public TD 2nd
Roll Call SK-yes, DB-yes, TD-yes

LIFE SQUAD: Dave Combs and Audrey Champgane

DC have you talked to Greg Hartwell about the information regarding the Ross funeral home

SK I spoke with Greg last week, but we have not had a chance to discuss as a Board

DC Ok just wanted to touch bases with you

SK
DFB
TED

SK We have the Developers name, and willing to talk to them
DC Maybe we can swing some kind of deal, take building down
AC The other though was site planning without current building, maybe we can work something out with them instead of having to pay for plan
SK As I said we, the Board hasn't even had a chance to discuss it
DC Ok just wanted to double check with you and make sure the information had been passed on

SELECTMEN'S BUSINESS: Board signed AP and Payroll Manifest, Premanifest, signed correspondences

TD I would like to see something in regards to time cards, I was thinking of time clocks, I would like to see punch time cards
SK let's sit on that for a while, might eliminate problems but might cause more.
TD It works two ways, employee get exacts accountability of hours, so does employer, protects both sides. We use for documentation for labor board, we staple pay slip right to time card and make sure employee signs off
That way employee not saying messing with hours or not being paid for all hours
DB Why would they say that, they tell us what they work?
TD If someone puts in complaint to labor board, we have documentation
SK We have some documentation, signed off by Department Head, somewhat of a checks and balance, but I see what you are saying. In idea world, but we have call outs time and I am just wondering how that would work. I would like to think about it and revisit it.

DB Last fall we had a list of mowers and equipment McKinley was going to post would like to see pictures and prices

Clough Lot Line adjustment

DB Saw in minutes it was table until I returned
SK We tabled it to get your thoughts. He marked out 25 and 33 feet. I talked with KC and he doesn't need any more than traveled way. I went down and looked at it and I am ok with going with KC recommendations, I am fine with the 25 feet
You had 33 in mind and wanted to know your reason
DB Anytime build road need more then traveled way for ditching, grading and drainage. I also had concerns of material being pushed into ROW, can causing issues later down road. KC had to maintain and if he's not worried about liability or drainage I can go with the 25 feet
TD It's 17 as is and would be bumped up to 25 feet
DB I am fine with the 25 feet, I'm ok to just go ahead with it
TD I am ok with it
SK So 25 feet acceptable, need plan to reflect that amount. We need to contact D.Clough and tell him to have Tom Smith survey to reflect the 25 feet, once that plan is received we will forward plan to Walter to process deed and closing
DB The agreement was also for Clough to cover closing fees

SK That's right, and we need to address the lot line adjustment with the Planning Board as well.

DB In regards to the Emergency Management are you willing to step into that role? Tomorrow there is an emergency management meeting at the Train Station, are you able to attend?

TD Yeah, I will do it. What time?

DB 6:00 at the train station. They will tell you how most town's do it and any other questions you may have

SK Please forward email to Main Street Inc. in regards to new lease, send to serval so we know they are aware

DB Capital Reserve Finance Policy I am fine with it

SK I am ok with the Revised one

Board asked that policy be printed up for signature for next meeting

Funeral Home:

DB We need to talk about it

SK What do we know?

ST The developer called and gave contact information and is open to talking with the Town

The Board had discussion about the Ross property and the Town still had interest and would like to meet with developer

Board asked that the TA job description be resent via email for review

SK Tom did you have chance to contact DOT about the state shed?

TD No, intentioned to call but when they are available, I am working but will call

SK Can you have done by Monday?

TD Yes will call and leave message

Grove Hill – Board asked that Paul Harvey be contacted and asked how they cover grave stone insurance

Personnel Handbook

SK Email the Fire Department and Life Squad and ask if they have their recommendations, updates ready

Budget Advisory Committee:

SK Please have appointment letter ready and pass on contact information to the Chair of Committee, Barry Liveston

Zoning Board Openings:

SK We have three applicants, I would like to propose Stanley Sudol and Skylar Boutin

DB I am in agreement

TD I agree

Board asked that appointment letters be ready for Monday for the Board to sign and to contact Chair-Bob Clark and provide contact information

SK Deadline for bids on roof today and no bids

SK Made motion to extend deadline one week, DB 2nd so voted all

TD recused himself from vote

SK Send email to Treasurer and Greg to have them coordinate with each other on the 8 unfunded accounts at Passumpsic and plan to eliminate or combine some account

North Country Counsel Scenic by Ways-

SK Email Sandra and ask what she learned at meeting

SK Motion to adjourn TD 2nd so voted all