

TOWN OF LISBON, NEW HAMPSHIRE
SELECTMEN'S MEETING MINUTES
February 8, 2016

SELECTMEN PRESENT: Stephen Knox (S. Knox), Donald Butson (D. Butson) and Thomas Demers (T. Demers)
Town Administrator: Daniel Merhalski (D. Merhalski)
MEETING OPENED: 5:00

SELECTMEN'S BUSINESS: D. Merhalski present the Board with donations for the Life Squad, AP and Payroll Manifests, contract for the Assessing company, rental requests for Town Hall and Train Station for the Board to sign. He presented paperwork in regards to Hazardous Mitigation that would need to be signed at a later date, as it needs to be notarized.

S. Knox made motion to accept all donations to the Life Squad D. Butson 2nd so voted all, motion passes.

T. Demers inquired if D. Merhalski had reached out to the School Board to set up a meeting. There was a discussion regarding setting up a date and topic of discussion. The Board discussed meeting would be an opportunity to open up the lines of communications between the Selectboard and the School Board. The Board decided to wait until after Town Meeting to set up meeting later in the year.
D. Merhalski will draft a letter requesting meeting later in the year.

There was a discussion about Master Plan. D. Merhalski told the Board he anticipated work would start on the Master Plan in April, and Capital Plan will hopefully be a part of that, to be started around May and hopes to have it done prior to September, or the beginning of the budget season.

There was a discussion regarding the proposed budget. D. Butson spoke on the funds set aside for emergency expenditure. D. Merhalski explained the Budget is a bare bones budget and the intended use of the contingency fund. The discussion continued on what steps would be taken if a piece of large equipment broke down regarding funding for the repair, rental or replacement of the equipment. The Board spoke on the idea of shared equipment and possibility of a mutual agreement with area Towns.

T. Demers spoke on an employee's benefits company. He explained they provide assistance putting together employee benefit plans. The Board requested D. Merhalski reach out to them.

T. Demers spoke on the Hazardous Mitigation updates. He stated they would need new copies but he suggested waiting until finalized before reprinting.

D. Merhalski informed Board he had contacted several payroll companies to get quotes, but he wanted to make sure they could produce the kind of reports the Town needs. He has not heard back from any of them yet. When he receives back three quotes, he will present to the Board.

RECESS: 6:22 S. Knox made motion recess to the school for Public Hearing, D. Butson 2nd so voted all, motion passes.

Respectfully submitted,
Suze Tavernier, Recording Secretary