



**TOWN OF LISBON, NEW HAMPSHIRE  
INCORPORATED 1763**

**Board of Selectmen's Meeting  
Monday April 6, 2020  
6:30pm  
Lisbon Railroad Station**

**PRESENT:** Scott Champagne, Selectman; Arthur Boutin, Selectman;  
Brian Higgins, Selectman

**PUBLIC:** Rolf Zuk

**Approval of minutes from March 30th BOS meeting:** Brian Higgins made a motion to approve the March 30th BOS meeting minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

**Approval of non-public minutes from March 30th BOS meeting:** Brian Higgins made a motion to approve the March 30<sup>th</sup> non-public meeting minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

**920 River Road Bid:** The deadline for bids on the 920 River Road Mobile Home was March 31<sup>st</sup>. One bid was received, and the board opened the bid and it was in the amount of \$500.00 to Rolf Zuk. Scott Champagne made a motion to approve the bid of \$500.00 on the sale of the mobile home and Arthur Boutin seconded the motion. All were in favor of the motion. Scott Champagne told Mr. Zuk he could drop the funds off this week and leave it in the drop box at the town hall and as soon as we get

the deed back from Grafton County Krystle Dow (Administrative Assistant) would contact Mr. Zuk to let him know.

**Lisbon Fire Department:** Greg Hartwell provided the board with documentation on the purchase of the Forestry Truck. Scott Champagne stated that the company they are going with does everything from top to bottom (soup to nuts) such as lights, radio, and lettering.

Chief Hartwell also provided the board with a potential warrant article for next year proposing that the base pay that Lyman currently pays to the Town of Lisbon be deposited into the Fire Department Capital Reserve Equipment Fund instead of going into the general fund. Chief Hartwell stated that the money that gets paid per fire would still go into the Town's general fund. His reasoning is that the Fire Department is need of some big purchase items coming up. He stated most of the trucks are over 20 years old.

**Building Inspector Contract:** The Building Inspector Contract is up for renewal and the board needed to sign. After review of the contract the board decided to postpone signing as they want to be sure the amount is the same as last year. They will check with Krystle Dow (Administrative Assistant) and will re visit at next week's meeting.

**Letter of Resignation:** Chief Pinson provided the board with a copy of a letter of resignation he received before he retired. Justin Combs works full time for the Grafton County Sherriff's Department and will no longer be a part-time officer for the Town of Lisbon. Scott Champagne made a motion to accept the letter of resignation and Arthur Boutin seconded the motion. All were in favor of the motion.

**FYI's from State:** The State of NH sent all the documents in reference to Red Listed Bridges. The town of Lisbon used to have two bridges that were on the list but because River Road Bridge was repaired there is now only one bridge on that list which is Cole Plain Road Bridge. Scott Champagne stated they need to keep adding money each year to the bridge account so they can begin work on the Cole Plain Bridge and the other board members agreed.

There is a Wetlands permit application for the board to review and for the public to view. This is for the property near Hanno Pond off Rte. 302 in Lisbon.

**Possible Warrant Article:** Scott Champagne told the board that he printed off a list of surrounding towns and the amounts they use for exemption amounts. He stated that he highlighted the towns that were comparable to Lisbon in size. He told the other members that they can review the list and they can discuss once everyone has seen the list. He stated they will re-visit the list when everyone has reviewed it.

**Intent to Excavate:** There are two Intents to Excavate that need to be signed. They are for Map R17 Lot 7A and Map R16 Lot 13. Both intents belong to Clough. Scott Champagne made a motion to sign and approve and Arthur Boutin seconded the motion. All were in favor of the motion.

**Utility Partners Update:** Scott Champagne stated that he has spoken to Rob Lauricella (Utility Partners) in reference to a pump that was seized up. Scott stated that one company said the motor on the pump was seized and another company said it was not so Scott asked Rob to get to the bottom of it and asked how one company can say one thing and the other company say something different. Rob told Scott that he would look into it and get some answers. Scott also stated that he learned that there wasn't just one cord to the pump but two cords. Scott stated that he spoke with Rob in reference to potential WELL sources for the town of Lisbon. He also stated that he provided Rob (Utility Partners) some information that he needed in reference to the town's asset management plan that Horizon Engineering assisted with. Scott also stated that the roof on the chem feed building that never got fixed last fall has been fixed. He stated that Rob Brooks dropped they key off at the town hall and submitted an invoice, so he assumed it has been fixed.

**COVID-19 Updates:** Scott Champagne stated that considering Lisbon Town Hall was one of the only Town Offices still open to the public Audrey Champagne (Town Clerk/Tax Collector) made the decision to close to the public effective April 6, 2019. A drop box has been installed outside for residents to leave off transactions. The mailbox that is outside is used as the pickup box. There are signs up and information on the town's website as how to still conduct business even though the offices are closed to the public.

Scott stated that most towns and most everyone is using Zoom to conduct meetings. Scott stated that it would cost the town \$150.00 for the year to use Zoom and that way the other town boards can use it as well such as the Planning and Zoning Boards. Scott stated that on his daily emergency

management calls with the state this is how most are operating. He stated that social distancing is still what needs to continue to happen and yes even though they are still holding selectmen meetings they are still social distancing. Scott thinks it's worth trying to use Zoom and maybe more people will join as they will be able to join from home. It was asked how you get public to know the town will use Zoom. Scott stated that it can go out as a public notice and it can be posted outside and on the town's website. Scott also stated for those that do not have a computer they can call the office and still be able to join the Zoom meeting.

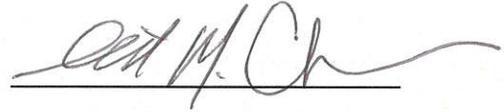
Scott stated that the Administrative Assistant (Krystle Dow) sent an email to the board letting them know that her childcare care provider closed due to the husband having possible COVID-19 but her office phone is forwarded to her phone and she will come in the office as much as she can but is working from home as well.

**7:21PM Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.**

**NEXT BOS MEETING: April 13, 2020 @ 6:30 pm at the Lisbon Railroad Station.**

*Respectfully submitted by Krystle Dow*

Board of Selectmen:



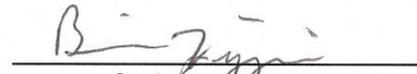
---

Chairman  
Scott Champagne



---

Selectmen  
Arthur Boutin



---

Selectmen  
Brian Higgins

Approved / Not Approved  
on: 04/13/2020