



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

**Board of Selectmen's Meeting
Monday August 10, 2020
6:30pm
Lisbon Railroad Station**

PRESENT: Scott Champagne, Selectman; Arthur Boutin, Selectman;
Brian Higgins, Selectman; Krystle Dow, Administrative Assistant

PUBLIC: None

Approval of minutes from July 27th BOS meeting: Brian Higgins made a motion to approve the July 27th BOS meeting minutes and Arthur Boutin seconded the motion. All were in favor of the motion.

Approval of Non-Public minutes from July 27th BOS meeting: Brian Higgins made a motion to approve the July 27th non-public minutes as written and Arthur Boutin seconded the motion. All were in favor of the motion.

Sealed Bids: There were no bids that were submitted to be opened. After some discussion, the board has decided to lower the price of the minimum bid to \$5,000.00 and keep all the other information such as removal of trailer the same. Bids will be accepted until close of business on September 11th and will be opened at the September 14th BOS meeting.

Subcontract for Assessing: Pinkham Assessing Services who the Town of Lisbon hired in conjunction with CNP (Commerford Nieder Perkins) to keep the towns gravel pits up to date has provided a new yearly

contract which has to be signed by all parties and sent to the DRA for approval. The board had a discussion and Scott Champagne stated that she has paid for her services by the amount of Land Use Change Tax that the Town has received from the gravel pits. Arthur Boutin made a motion to sign if the contract was the same as last year and Brian Higgins seconded the motion. All were in favor of the motion.

CAI Technologies- As discussed in a previous meeting CAI Technologies came and did a presentation on the AxisGIS site in which they made the town aware that there are certain tools that the town can access for a yearly cost of \$500.00. One of the tools is a batch upload tool in which the town can upload documents such as deeds, building permits, and current use information along with many other documents. Once these are uploaded you can then choose what you would like visible to the public. The board have previously discussed this and wanted the Town Clerk and the Administrative Assistant to discuss this tool and if they thought it was a good idea. After they both discussed they let the board know they thought it would be a great tool to have and utilize. Arthur Boutin made a motion to approve the purchase of this tool and Scott Champagne seconded the motion. All were in favor of the motion.

Notice of Intent to Excavate- There are two Intents to Excavate that need signatures. The first is for Map and Lot R49 L01 and the second is for Map and Lot R32 L26. These are both for pits that are owned by Mark Champagne. Arthur Boutin made the motion to approve and Brian Higgins seconded the motion.

FYI: This is just an informational piece. This is from Department of Transportation and lists the Block Grant amounts. All board members reviewed.

Champlin Associates: Scott Champagne (Selectman); BJ Hurlbert (Utility Partners) and Dave Crawford (Champlin Associates) met and discussed Bath Road. As of right now only two out of the three pumps are working. Dave stated that eventually all three pumps will need to be replaced with submergible pumps. Scott Champagne stated that they are going to try and take the pump that is not working and blow out the valve using the steam cleaner that the Highway Department uses in the winter to thaw culverts in the winter. One of the pumps needs to have seals replaced. Dave provided several different options for work that needs to be done to keep everything up and running properly! He stated that a new

operating box is most important to start with and he suggested all the work be done in phases. The first phase being a new operating box which is around \$16, 000.00. The second phase is for a screening system which is around \$62,000.00 and the third phase is to replace all three motors with submergible ones. They suggested if the motors are replaced over a three-year span then bank on a 5% increase each year. The rough total for all three phases is \$152,824.00. Scott Champagne stated pros and cons were discussed about each option. He stated that the town could do as possible warrant article and only do it in phases instead of all at once. The board discussed all the options and will think about all of it as it was a lot of information to obtain.

Budgets: Krystle Dow (Administrative Assistant) printed off each departments budget and provided to each board member so everyone can get a sense of where each department currently stands. The board stated they would look over more and discuss at the next meeting.

Updates: Scott Champagne stated that it appears there may be a discrepancy in the satellite maps. He stated that the town has been made aware of a residence that appears to be in Lisbon but is listed as Sugar Hill. He stated that the town is looking into the issue.

Scott Champagne stated that September 8th is Election Day and the first day of school, Elections will be held at the new Fire Station at South Main Street.

Scott Champagne also stated that there will be a new traffic pattern when school starts so everyone will need to pay close attention as the traffic pattern is going to be one way.

This is the last week for swimming lessons.

7:28 PM Scott Champagne made a motion to go into nonpublic to discuss personnel matters. Arthur Boutin seconded the motion. All were in favor of the motion.

7:39 PM The board came out of nonpublic where two applicants for the Fire Department were approved. Arthur Boutin made a motion to approve and Brian Higgins seconded the motion. All were in favor of the motion.

7:48 PM Brian Higgins made a motion to adjourn and Arthur Boutin seconded the motion. All were in favor of the motion.


NEXT BOS MEETING: August 24, 2020 @ 6:30 pm at the Lisbon Railroad Station located at 25 Central Street.

Respectfully submitted by Krystle Dow

Board of Selectmen:



Chairman
Scott Champagne



Selectmen
Arthur Boutin



Selectmen
Brian Higgins

Approved / Not Approved on
08/24/2020