

# Town of Lisbon, NH

PO Box 222, Lisbon, NH 03585  
ph: Town Clerk: (603)838-2862 | Selectmen's Office: (603)838-6376  
fx: (603) 838-6790

## Board of Selectmen Minutes 12/30/2013

### TOWN OF LISBON, NEW HAMPSHIRE

#### SELECTMEN'S MEETING MINUTES December 30, 2013

SELECTMEN PRESENT: Mike Carver (MC), Conrad Farnham (CF), SELECTMEN'S OFFICE: Gregory Colby (GC)  
Suzanne Tavernier (ST)

ALSO PRESENT: Josephine Belville, (JB) CNHA Real Estate  
Appraiser Supervisor  
John Trumbull, Town Assessor  
Jamie Dow, (JD) Municipal Accounts Advisor  
Department Head: Fire-George Stevens (GS)

MC made motion to open the meeting and accept minutes from prior meeting at 3:00 CF 2<sup>nd</sup> so voted. Bills and Payroll Manifest were approved.

JB- Went over items that are "update" related for 2014. Update every 5 years-town not going to meet standards. Last update 2009. When her report is complete she will go over her finding of the areas that did not meet standards with the Board. Her recommendation is for the town to write to Steve Hamilton, Director of Municipal/Property Div., and request to change town's review from 2018 to 2014. At that point JB will sit down with ST and go over all the findings and files that need updating. JB will train ST on how it should be done. Some areas that stand out are, elderly, and non-profit. She continued in regard to the update, true market, has to be done every 5 years. Last time done, 2009-She is going to give a list of re-evaluation companies. She will also give a list of towns that have used these companies, suggest the town "do your homework" and check with these towns. It is important that the company know Avitar software. JB will call with a rough idea on cost. She wanted to make it clear; it is the law to update every 5 years. If the town does not contract a company for this, Board of Tax and Land Appeals and Concord will take over, and the town will have no choice. It will need to be a warrant article in the upcoming March meeting. JB will meet with the town again after town meeting. JD suggested that the town set up a capital reserve for the re-evaluation, so payments could be split up over five years.

JD- Spoke to the Board in regards to the current ambulance situation and the draft for warrant article and special meeting. She stated that the current 25% equipment did not have enough to purchase ambulance and cost associated with it. The drafted warrant could be put before the voters to ratify, retro to 2011. JD stated she had rejected the first draft because it did not state that an ambulance had been purchased. The DRA felt the taxpayers should know that an ambulance had been purchased. JD went on to say the DRA has a new staff member starting, and hopes this will free up some of the case loads to help towns before these kinds of mistakes are made. GC stated he would like one word added to the warrant article. "net" proceeds, he went on to state that with the current wording all expensive being paid from the general fund. The town would have to cover all the cost associated with the transfer service. After some discussion on adding the word "net" GC asked JD if the DRA would allow that wording change to the current warrant article draft. JD stated that was acceptable. The Board asked for something in writing from the DRA stating such..JD stated she would expand the revenue fund to cover costs, GC this would make the life squad -stand-alone GC went on to discuss a warrant article in March making the transfer service self-sufficient and would GS support that, he stated yes

GC asked JD if the town could take money from general fund in order to get the service up and running until March. JD stated yes but this was "just a band aide" until March. JD asked if the Life Squad could be self-supporting. GS stated yes, that they put in the budget around 96 thousand and would bring in approximately 110 thousand. GC went on to explain the way the article is currently worded the taxpayer would pay all cost associated with the service, that's why adding "net" is needed.

GC asked going forward can we spend over and above what was approved, the 2013 budget, JD stated yes. MC

made motion to start service back up January 1, 2014 CF 2<sup>nd</sup> so voted. All pending ratification in March.

MC suggested that the life squad send out letter to hospital explaining the situation. GS said he would speak to Jody

about it.

GC asked JD about the current capital reserve for new ambulance account. JD stated she had brought that up but, that town council stated that the Selectmen were not agents. ST stated they had told the town the same thing. JD stated it was set up in 2002. JD asked to see the town report for 2002 to see what the warrant had stated. Jennifer Trelfa and Suze began to look through all the town reports. The first thing they showed the group was in 2004 where more money had been added to the reserve fund. They continued to look through old town reports until Jenny produced the 2001 town report where the warrant had been approved. JD read what was passed at that town meeting and stated the Board is agents. She suggested the board post hearing and use the capital reserve to cover cost of ambulance; this could be done at the next Selectmen's meeting. JD went on to say this would be a temporary fix until March meeting when the warrant article to expand the meaning of the current fund.

MC made motion to enter non-public (RSA 91:a3III) of 2<sup>nd</sup> ST recused herself from this portion of meeting

Public-MC made motion to encumber the following amount -2014  
\$19,952.00 Highway Block Grant, \$2,500.00, Police Dept-ammo and \$1,000.00 Fire Dept. -insurance deductible CF 2<sup>nd</sup> so voted. GC stated it should be noted these items were not spent due to the spending freeze in regards to the Life Squad. On the Dec. 30<sup>th</sup> the budget was reviewed and these items were put on hold for encumbrance.

MC made a statement base on the meeting with DRA and vote to re-establish the Life Squad Transfers. It is the Selectboard's hopes that we can put all this behinds us and move forward as one community, working together. CF agreed

PUBLIC: MC made motion to adjourn CF 2<sup>nd</sup> so voted.