

SELECTMEN'S MINUTES

June 15, 2020 at the Town Hall

Present: Jim Trudell, Bruce Beane, Wendy Ho-Sing-Loy (Conference Call-In), Donna Clark-AA, Tabbetha Shosa-Office Assistant, Beth Carignan-Town Clerk/Tax Collector

Chairman Trudell called the meeting to order at 6:00 pm.

Manifests & Invoices:

The manifests for 06/08/20 & 06/15/20 were authorized and new invoices for future payment were reviewed and initialed.

Treasurer's Report:

The Treasurer's Report was read showing a balance of \$131,522.81 in the WGSB checking account, \$55,929.36 in the WGSB Insured Cash Sweep (ICS) account and \$450,000.00 in the WGSB Tax Anticipation Note (TAN). Trudell motioned to approve the Treasurer's report as given, 2nd by Beane, all voted in favor.

Meeting Minutes:

Minutes for the June 01st meeting were reviewed. Beane motioned to approve the minutes as written, 2nd by Ho-Sing-Loy, all voted in favor.

Committee/Department Reports & Needs:

- Shosa reported on highway department matters on Road Agent Tom Smith's behalf. The new 10-wheeler body has been attached and is being painted. It should be completed in the next two weeks. There was no additional information available on the loader. The new flagpole will be installed in the next two weeks.
- Town Clerk Beth Carignan presented the warrant for civil forfeitures for unlicensed dogs.
- Deputy Town Clerk will be back in the office periodically to help Beth.
- The Selectmen reviewed the list of properties that have received lien letters since the June 1st meeting.
- Shosa received VISA card and Notary paperwork. She has ordered her Notary stamp.
- The selectmen each received a binder containing reference materials such as zoning, building, roads, dogs, meetings, etc. They will review the material as needed moving forward.

Permits and Applications:

The following were approved:

- Accessory Zoning Permit for Michael & Beverly Bettencourt for two deck additions for Map 232 Lot 022.

Correspondence:

- NH Dept of Education was awarded a \$3 million grant to upgrade data systems
- NH Schools will receive \$33.9 million in CARES Act Funds - Lisbon will receive \$160,000
- US Census Bureau has asked to use town hall for trainings. At this time the Selectmen will not allow this given the current health concerns surrounding the current pandemic.
- Information for the Northeast Resource Recovery Association's 2020 Summer Webinar Series for the month of June was handed out.
- Per the Governor's office, the moratoriums on evictions and foreclosures will expire June 30th.
- Shosa will attend the NHMA Right-to-Know Law & Governmental Records webinar on July 15th.

Old Business:

- The board discussed the June 10th Lisbon Regional School District Annual Meeting and tax impact. The 2020 estimated school tax rates are as follows Lisbon - \$23.01 and Lyman \$18.08 Increase for Lisbon of \$4.12 and increase for Lyman of \$2.26. These numbers include both the local and state school taxes.
- The Municipal Relief Fund Grant paperwork has been submitted.
- A FEMA grant portal was established in case we incur eligible expenses over \$3,300
- A Clough Hill Rd owner with zoning violations spoke to the Town Clerk about paperwork for two buses that need to be registered or removed.
- Rayburn Outdoor will be maintaining the flower beds this year.
- The Selectmen were reminded about the WebEOC tutorial & online classes recommended by EMD.

New Business:

- Shosa & Clark will listen to the Primex Guidance on Employee Travel and Return to Work Issues Webinar.
- A letter from HealthTrust was received with information on a potential return of contribution later in the year.
- Hand sanitizing options for upcoming voting was discussed. Shosa will reach out to Todd Landry to determine what options the grant might cover. Depending upon what the grant will cover the town may purchase hands-free sanitizer stands.
- Veterans and elderly update letters for the assessment review process were mailed out on June 11th. The town has already received multiple responses.
- We will have Martin's Cleaning do the carpets at the Town Hall. Shosa will reach out to them to set up an appointment.
- Town Hall furnaces were last cleaned in Dec 2018. Shosa will reach out to Jared Mardin to see if he has availability and if he isn't able cleanings will be scheduled through KMJ Precision Fuel.
- A resident has inquired about an abutting property located on Dodge Pond Rd. The owner would like to know if purchasing the abutting lot that is owned by town

is possible. The property would need to be surveyed which the town is not currently interested in doing. Any sale of town-owned property would be done by sealed bid or auction only. Shosa will respond accordingly to the interested resident.

- There have been a few inquiries about upgrading a Class 6 unmaintained road known as Smith Rd. Should a serious buyer for the available lot on this road require a site visit from the Selectmen one will be arranged.
- The board signed a cemetery lot deed. The Cemetery Committee has arranged a meeting for June 24th.

Beane motioned to adjourn the meeting at 7:45 pm, 2nd by Ho-Sing-Loy, all voted in favor.

The next regular Selectmen's meeting is scheduled for June 29th at 6:00 pm at the Lyman Town Hall.

Approved:
