

Selectmen's Minutes

January 19, 2015

Present: Jim Trudell, Bruce Beane, Steve Moscicki, Donna Clark-AA, Road Agent-Tom Smith

Chairman Trudell called the meeting to order at 5:00 pm at the Lisbon Town Hall.

The Board met with the Lisbon Selectmen to discuss the 2015 recycling, fire support and life squad agreements at the Lisbon Town Hall at 5:00 pm. Lyman's portion of the recycling expense budget will be \$48,160 for 2015 (an increase of \$2,240). Lyman will receive a check for \$25,725 for its share of the transfer station's 2014 income (an increase of \$285). The fire support agreement for 2015 will increase by \$500 to \$17,500. The annual retainer will remain at \$12,000 and the Town will pay up to \$5,500 for actual fire costs. False alarms will be billed at \$400 each, forest fires will be billed at standard rates (and are usually reimbursed by the state), and other inspections will be billed on a fee schedule with those fees being passed along to the individuals requiring the inspections. Lyman's portion of the life squad expense budget for 2015 will remain at \$7,862. At the conclusion of the meeting, the Board traveled back to Lyman where it reconvened at 5:45 pm to take up regular business.

Manifests & Invoices:

The manifest for Jan 19th was authorized and new invoices for future payment were reviewed and initialed.

Meeting Minutes:

Minutes for Dec 31st were reviewed. Trudell motioned to approve the minutes as written, 2nd by Beane, all voted in favor. Minutes for Jan 12th were reviewed. Moscicki motioned to approve the minutes as written, 2nd by Beane, all voted in favor.

Committee/Department Reports & Needs:

- Road Agent Tom Smith met with the Board to finalize the proposed highway budget. The Selectmen decided not to blast and crush any ledge pack in 2015 as 3,000 cu yds remain stockpiled at the quarry for this year's use. Warrant articles will be presented to add \$50,000 to the Highway Equipment Capital Reserve Fund and \$25,000 to the Highway Bridge Replacement & Repair Capital Reserve Fund. A few minor changes were made to the highway department's operating budget.
- Trudell signed motor vehicle registrations for highway trucks and equipment.
- The 1st quarter 2015 Safety Committee meeting is planned for Jan 29th at noon.
- The Board will schedule a meeting with the Conservation Commission soon after Town Meeting.
- The Cemetery Committee is accepting proposals for 2015 cemetery maintenance. Proposals are due in the Selectmen's Office by Feb 23rd, the proposals will be opened Feb 25th and the contract will be awarded by Feb

27th. The ad will appear in the Jan 21st Littleton Courier and is posted at the Town Hall and on the Town website.

Correspondence:

The following were received:

- NH Wood Energy Council offering information on wood heating systems for municipalities
- Littleton Zoning Board of Adjustment - Notice of Public Hearing on a Personal Wireless Communications Facility on Jan 27th at 6:00 pm
- NH Division of Public Health Services - Health Officer webinar on Jan 28th at 2:00 pm - Beane and Clark will participate

Old Business:

- Completion of the Town Hall addition and renovations is on hold until after Town Meeting approves funds to be expended in 2015. While money remained in the 2014 budget, there was not time enough to complete the project before year-end. The heat pumps will be installed this month as 2014 funds were encumbered for that purpose.
- Moscicki spoke with Jennifer McCourt, the engineer who prepared the Town's original Alteration of Terrain permit for the quarry, to determine if the permit can be modified to allow material from the quarry to be sold for use on private roads and driveways in the Town. She will meet with the Board in the next week or two to discuss this matter and also to offer suggestions for a septic system upgrade at the Town Hall.
- The Board continued working on the 2015 proposed budget which will be finalized next week and presented at the Annual Budget hearing on Feb 3rd at 7:00 pm. The amounts agreed to earlier in the evening with the Town of Lisbon for recycling, fire support and life squad services were factored in and anticipated revenues for 2015 were calculated.

New Business:

- Clark will contact Property-Liability Trust regarding the need for individuals using the Town Hall for private functions to provide their own insurance in case of injury or damage.
- The Board prepared and Trudell signed an audit questionnaire regarding the Town's financial procedures.
- The Board reviewed and Trudell signed the HealthTrust Certification to Protect Information.
- The Selectmen reviewed and signed Commerford Neider Perkins' 2015 Contract for General Assessing Services for \$6,400. They also signed a 2015 Contract for the Update Services for \$22,500 which will complete the 2-year revaluation process required by the State of NH.
- Trudell will draft the Selectmen's Report for the Town Report for review at the next meeting.
- The Board approved Harrison Publishing's estimate of \$1,000 for 200 Town Reports.

Moscicki motioned to adjourn the meeting at 7:15 pm, 2nd by Beane, all voted in favor.

The next regular meeting is scheduled for Monday, Jan 26th, at 6:00 pm.