

Selectmen's Minutes

November 30, 2015

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

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

Manifests & Invoices:

The manifests for Nov 23rd and Nov 30th 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 \$175,059.11 in the WGSB checking account, \$10,188.08 in the WGSB Insured Cash Sweep (ICS) account, and \$150,000.00 due on the tax anticipation note (TAN). Moscicki motioned to approve the Treasurer's report as given, 2nd by Beane, all voted in favor.

Meeting Minutes:

Minutes for Nov 16th 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 updated the Board on highway department matters. Mixed material has been put down on Skinny Ridge Rd as far as the driveway to the Brooks property, leaving about 450 yds at the pit. Several more loads of gravel will be hauled from Presby's pit and stockpiled for next year's needs. Brush was cut around Moulton Hill Cemetery. Beane asked Tom to spread some calcium chloride and hay around the new handicapped entrance area to keep the ground from freezing until all ramp supports are in the ground. A purchase order for Pete's Tire Barn for \$4,251.94 for grader tires was approved. Tom provided more information on options for a new truck and the current and proposed highway budgets were discussed.
- Annual 2015 stipends for elected and appointed officials will be paid Dec 14th.
- The Town Offices will be closed for vacation from Dec 24, 2015 through Jan 3, 2016. This information is posted at the Town Hall and on the Town website, and will appear in the Dec 16th edition of the Littleton Courier.
- Moscicki will look into options for purchasing a game camera for the Animal Control Officer to help document complaints.

Public Matters:

State Representative Brad Bailey stopped in to advise the Board that he has received a commitment from the NH Department of Transportation for "roughness paving" for the entire Lisbon-Lyman Loop in 2016 and provided a copy of the State's "Proposed Resurfacing Program Calendar Year 2016."

Permits and Applications:

The following were approved:

- Pistol Permit
- Electrical Permit for Kent Ogontz Trust for Map 220 Lot 008

Correspondence:

The following were received:

- Property-Liability Trust Annual Meeting and Elections on Dec 15th in Concord
- CAI Technologies announcing CAI AxisGIS web-based mapping service
- Nov 2015 Lisbon BizNews
- Letter of introduction from North Country Council's new transportation planner Kevin McKinnon

Old Business:

- Property-Liability Trust was denied its request to continue providing coverage beyond June 30, 2016. Clark will meet with Rick Alpers from Primex on Dec 3rd for a property-liability review and to complete the necessary paperwork for a proposal. The Town prefers to remain with a municipal risk pool, if possible.
- Clark reported on the Nov 19th Safety Committee Meeting. No new equipment or safety items are needed at this time. Updated Employee Safety Responsibility forms will be prepared for all employees to read and sign. The annual Statement of Safety Policy was also reviewed and signed by the Selectmen.
- Trudell accompanied building inspector/health officer Stan Borkowski on a Nov 19th home inspection of a tax-deeded property currently owned by the Town. A letter will be sent to the occupants regarding one matter that needs prompt attention.
- Electrician Duane Glidden will install some additional baseboard heat, replace two outdoor lights and complete outstanding wiring issues in the Town Clerk's office before the end of the year.
- Cemetery Committee member Brett Presby confirmed that brush clearing is done in Center Cemetery and it looks great.
- Trudell gave a brief update on the Lisbon Regional School budget process and the Board reviewed the list of 56 current Lyman students which has increased from 48 pupils at this time last year.

New Business:

- The Board adopted and signed the Certificate of Authorizing Resolution for HealthTrust Agreement.
- Commerford Nieder Perkins has assigned Cindy Perkins to be the new Assessing Supervisor for Lyman.
- The NH Dept of Revenue Property has assigned Sam Greene to be Lyman's new Real Estate Appraiser. Josephine Belville will continue to assist Clark with updating current use records.
- The Board reviewed and signed 2016 wage & benefit and insurance statements. They will meet with full-time employees on Dec 9th at noon to present the information.
- Expense and revenue budgets to date were reviewed and preliminary amounts were discussed for funding Capital Reserves in 2016.

Trudell motioned to adjourn the meeting at 8:35 pm, 2nd by Moscicki, all voted in favor.

The next regular meeting is scheduled for Monday, Dec 14th, at 6:00 pm.