

# ANNUAL REPORT



**Town of Lisbon, New Hampshire**

**Year Ending December 31, 2018**



## DEDICATION

In 2018, the town of Lisbon lost community organizers, elected town officials, Lions Club members, dispatchers, firefighters, EMT's, teachers, coaches and volunteers who gave countless time to the betterment of the Lisbon community. Their dedication and unselfishness will be greatly missed.

It is with heavy hearts that the Board of Selectmen dedicate the 2018 Town Report to:

Agnes Andross

Wilbur Callender

Stephen Colby

Janet Doyle

Joan Guilmette

Laurie Guilmette

Leonard Nyberg, Jr.



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TOWN OF LISBON, NEW HAMPSHIRE

Incorporated 1763

OFFICE OF SELECTMEN

46 School Street

Lisbon, New Hampshire 03585

Tel: 603-838-6376

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Selectmen's Report

During 2018 the Board of Selectmen continued to work moving Lisbon, NH forward. In town, the new LED street lighting, approved last year, was installed in the late spring. The town applied for grants to assist in updating our Wastewater Maintenance Operating Manual (which has been out of compliance since 2012) as well as applied for grants to assist locating new potential drinking water sources. The town received a total of \$4500 to update the Local Emergency Operations Plan, this will be completed in 2019. Construction of the town's new FIRE/EOC/EMS building began and was completed. Grant money was received to purchase as well as install a generator and transfer switch. The town is expected to receive three more separate grants totaling \$82,355.63 for new equipment at the new FIRE/EOC/EMS building.

The Town of Lisbon saw some personnel changes in 2018. In July, the Board did not renew the probationary contract for the town administrator position. In September, Police Officer Andy Hennessey accepted another position with the Carroll Police Department and in November, we said good bye to longtime employee and Highway Road Agent Supervisor Kevin Clement. We sincerely thank Kevin for his dedication to our town and wish him the best. We welcomed Charlie Hampson to the position as Supervisor for our Highway Department. We welcomed two new full-time employees: Todd Fisher to the Highway Department and Teighlar Carney to the Police Department. At the Transfer Station we hired a part-time employee Corey Roche who received his weighmaster license and is receiving training to run the Transfer Station when the Supervisor is not available.

Sincerely,  
Scott Champagne  
Arthur Boutin  
Brian Higgins

## TOWN OFFICERS

### Board of Selectmen

Scott Champagne	(Term Expires 2020)
Arthur Boutin	(Term Expires 2021)
Brian Higgins	(Term Expires 2019)

#### Town Clerk

Jennifer Trelfa (2021)

#### Tax Collector

Jennifer Trelfa (2021)

#### Treasurer

Audrey Champagne (2019)

#### Overseer of Public Welfare

Scott McKinley

#### Fire Chief

Greg Hartwell

#### Chief of Police

Scott Pinson

#### Moderator

Robert Cook (2019)

#### Trustee of Trust Funds

Owen Clark	(2020)
Leonard Nyberg	(Resigned May 2018)
Mark Winter	(2021)
Dawn Nyberg	(2019)

#### Supervisors of the Checklist

Mary Ragusa	(2020)
Keri Lyndes	(2021)
Skylar Boutin	(2019)

#### Library Trustees

Rachel Bruce	(Term Expires 2021)
Alana Lessard	(Term Expires 2019)
Beth Johnson	(Term Expires 2019)
Sandra Roberts	(Term Expires 2020)
Rochelle Cacio	(Term Expires 2020)

#### Health Officer

Christopher Hodge

#### Dog Officer

Police Department

TOWN OF LISBON, NEW HAMPSHIRE  
2018  
TOWN MEETING WARRANT

To the inhabitants of the Town of Lisbon in the County of Grafton in the State of New Hampshire qualified to vote in town affairs.

You are hereby notified and warned to meet at Lisbon Regional School in said Town of Lisbon, New Hampshire on Tuesday the Thirteenth day of March 2018 at ten o'clock in the forenoon at which time the polls shall open and not close earlier than nine o'clock in the evening to act upon the following subjects. All Articles except Article 1 are to be considered at seven o'clock in the evening at the Annual Town Meeting.

*The Moderator (Robert Cook) called the meeting to order at 7:00pm. He thanked everyone for coming, explained his rules for the evening. Introduced the people at the head table; Selectmen – Scott Champagne, Arthur Boutin, Brian Higgins, Town Administrator Sharon Penney, Financial Director – Greg Colby, Town Clerk Jennifer Trelfa.*

**Pledge of Allegiance**

**Article 01: To Elect All Town Officers**

To choose all necessary Town Officers for the ensuing year.

**Selectman (3 year term)      Arthur Boutin**



*Selectman (1 year term) Brian Higgins*  
*Town Clerk (3 year term) Jennifer Trelfa*  
*Tax Collector (3 year term) Jennifer Trelfa*  
*Treasurer (1 year term) Audrey Champagne*  
*Trustee of Trust Fund (3 year term) Mark Winter*  
*Library Trustee (3 year term) Rachel Bruce*

**Article 02: Hear Reports of Agents, etc**

To hear reports of agents and special committees heretofore chosen and pass any vote related thereto.

*The Moderator explained that reports of Committee's and Departments were in the annual report and asked if anybody had any questions.*

**Article 03: Fire/EMS/EOC Station**

To see if the Town will vote to raise and appropriate the sum of \$986,600 (gross budget) for the construction and original equipping of a new Fire/EMS/EOC Station at 151 South Main Street, and to authorize the issuance of not more than \$986,600 of bonds or notes in accordance with the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to further raise and appropriate \$74,718 for the first years payment. The Selectmen recommend this appropriation. (2/3 majority required).

*Article Moved by A. Boutin Seconded by B. Higgins.*

*Chairman Scott Champagne spoke to the need of the new Fire Station, explained the background over the last approximate 15 years of the town buying a parcel, finding out in flood plain, then buying the old Ross property.*

*T. Demers asked if a State driveway permit had been looked into and cost.*

*A. Champagne from the Fire Station building committee explained that they had met with the State on a site visit and that the State had agreed it would be better for traffic to flow via Dickinson Street and so no state drive permit required.*

*T. Demers asked if cost of retention ponds in the cost.*

*S. Champagne explained that as building going at the back of the property lot it was not in the shoreline protection area and so would not need retention ponds.*

*T. Demers asked about the cost of demo to the old Ross building.*

*S. Champagne explained that no demo of the building required and that the Board are looking at what to do with the building, that turning into the town offices was still an option.*

*S. McKinley asked in reference to the cost did any of the life squad revenue go to the cost of the building.*

*S. Champagne explained revenues received from the Life Squad and that percentage goes into the general fund and that could be used to help reduce tax rate.*

*T. Demers asked if any grants available.*

*A. Champagne explained that there was a grant for approx. \$80,000 to help furnish from Homeland Security as going to be Emergency center, but that cannot be applied for until the building is in place.*

*T. Simpson, clarification that the cost includes fitting up and what about monthly expenditure compared to current.*

*S. Champagne, hard to say what current is as the building is heated as one, but with a new modern building with doors that close with no gaps, heating costs should be cheaper.*

*R. Page can we have clarification on the \$74, 718 as the first payment, would we need a warrant article every year for that years payment.*

*S. Champagne, no that is not required.*

*D. Butson, if we don't get the grant money talked about will the department still be able to operate.*

*S. Champagne, yes, they would just use some of the old stuff in the current station.*

*B. Niznik, If we help other towns do we get reimbursement that would help.*

*S. Champagne, we have a retainer from Lyman to help them; they then are invoiced for each call. Other towns are covered under mutual aid.*

*R. Pride, taking on new long term debt service, what if any of the current ones will be going out.*

*A. Champagne as treasurer which ones are finished and the ones due to finish this and next year.*

*With no further questions the Moderator explained that the voting for this article required a two third majority and that the voting would be open for an hour.*

**Ayes 73 Nays 29.**

**Ayes have it article passed.**

#### **Article 04: Ten Wheel Dump Truck**

To see if the Town will vote to raise and appropriate the sum of \$168,000 for the purchase of a Ten Wheel Dump Truck and related accessories, and to authorize the issuance of not more than \$168,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The Board of Selectmen recommends this Article. (2/3 majority required).

**Article moved by Scott Champagne Seconded by Arthur Boutin.**

**S. Champagne explained that this was to replace the second old truck, the first one having been replaced last year. The old one had also been involved in an accident so had been off the road and we had been borrowing the school truck. The 10 wheeler is more efficient. With no questions the Moderator explained that the voting for this article required a two third majority and that the voting would be open for an hour.**

**Ayes 66 Nays 25.  
Ayes have it article passed.**

**Article 05: Term Length**

Are you in favor of changing the term of the elected Town Treasurer from one (1) year to three (3) years, beginning with the term of the Town Treasurer to be elected at next year's regular Town Meeting? The Board of Selectmen recommends this Article.

**Article moved by Brian Higgins Seconded by Arthur Boutin.**

**S. Champagne explained this was just asking for the town's people's permission to extend the elected time. It has been difficult in the past getting a Treasurer, the Board feels that having a three year term might help.  
R. Page, after three years can they run again.  
Yes.**

**Ayes have it, article passed.**

### Article 06: Operating Budget

To see if the Town will vote to raise and appropriate the sum of \$1,914,441 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. This Article recommended by the Selectmen.

GENERAL ADMINISTRATION	\$104,092
TAX COLLECTION, ELECTION, REG & VITALS	\$80,942
FINANCIAL ADMINISTRATION	\$71,240
REVALUATION OF PROPERTY	\$35,965
LEGAL EXPENSE	\$16,000
PERSONAL ADMINISTRATION	\$4,000
PLANNING & ZONING	\$6,583
GENERAL GOVERNMENT BUILDINGS	\$62,570
CEMETERIES	\$15,650
INSURANCE NOT OTHERWISE ALLOCATED	\$57,500
ADVERTISING & REGIONAL ASSOCIATIONS	\$4,200
POLICE DEPARTMENT	\$343,500
FIRE DEPARTMENT	\$71,905
LIFE SQUAD	\$41,950
BUILDING INSPECTION/CODE ENFORCEMENT	\$13,500
EMERGENCY MANAGEMENT	\$1,000
PUBLIC SERVICE – DISPATCH & COMM	\$46,400
HIGHWAY & STREETS	\$449,828
STREET LIGHTING	\$20,000
SOLID WASTE DISPOSAL	\$191,629
WELFARE DIRECT ASSISTANCE	\$16,850
PARKS & RECREATION	\$15,300
PUBLIC LIBRARY	\$57,510
PATRIOTIC PURPOSES	\$1,000
ECONOMIC DEVELOPMENT	\$10,000
LONG TERM BONDS & NOTES	\$63,908
INTEREST ON LONG TERM BONDS &	\$5,818

NOTES	
INTEREST ON TAX ANTICIPATION NOTE	\$5,000
ROAD IMPROVEMENTS & GRAVEL	\$100,000
ROADS	
HEALTH ADMIN	\$600
<b>TOTAL</b>	<b>\$1,914,441</b>

**Article moved by                      Seconded by**

**S. Champagne made a motion to amend the article to a total figure of \$1,910,441.00. Seconded by A. Boutin**

**Ayes have motion to amend passed.**

**The Moderator explained that as we are voting on the bottom line if anybody had any questions on any of the lines they would be answered.**

**J. Carver, where did that \$4,000 come from?**

**S. Champagne, from personal administration, it was discovered during the last budget hearing that one line item was in the budget twice, so removing the second amount as it did not need to be there.**

**T. White, question on if having contracted administration or staying with what we have.**

**S. Champagne, we now have Town Administrator and Administrative Assistant both at 30 hours a week, plan is to stay with that.**

**Ayes have it, article passed**

**Article 07: Update Town Master Plan**

To see if the Town will vote to establish a Master Plan Update Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of updating the Town's Master Plan and to raise and appropriate the sum of \$7,000 to be placed in this fund, to

name the Board of Selectmen as agents to expand from said fund. The Board of Selectmen recommends this Article.

***Article moved by Scott Champagne Seconded by Brian Higgins***

***S. Champagne explained that the Town Master Plan is old and needs to be updated.***

***R. Page spoke to the article as the Planning Board Chair. Updating the Master Plan costs money, Board trying to keep cost down. Lisbon School students are working on a part of it and also have help from Plymouth State students.***

***Ayes have it article passed.***

**Article 08: LED Street Lights**

To see if the Town will vote to raise and appropriate the sum of \$22,000 for the purpose of converting existing street lights to LED lighting. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the conversation is completed or by 2021, whichever is sooner. The Board of Selectmen recommends this Article.

***Article moved by Arthur Boutin Seconded by Brian Higgins***

***S. Champagne, we are trying to save money and get the costs down for the street lighting, going to LED lighting should help.***

***S. Penney explained that there are approximately 139 street lights in Lisbon according to Eversource. With the new lights there will be around \$26,000 savings over five***

*years. Other local towns have used the company and gone over to LED lights.*

*J. Northrop, when can they start.*

*S. Penney, almost immediately, have been told a 2 to 6 week job. The first step is they come in and GPS the current lights, make sure what they find matches with what been told by Eversource.*

*Ayes have it article passed.*

**Article 09: Town Bridge Maintenance**

To see if the Town will vote to establish a Town Bridge Replacement and Maintenance Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of Town Bridge replacement and maintenance and to raise and appropriate the sum of \$55,920 to be placed in this fund, with said funds coming from Unassigned Fund Balance. Further, to name the Board of Selectmen as agents to expend from said fund. The Board of Selectmen recommends this Article.

***Article moved by Scott Champagne Seconded by Brian Higgins***

*S. Champagne explained that the State gave all towns extra block grant money as a one off. Lisbon has two bridges that are red listed and that need to be fixed. Some of the money was used towards a new 1 ton truck for highway as the one they had the engine ceased. The remaining funds the Board thought would be good to start a Capital Reserve to save to repair these and any other bridges in town.*

*T. Simpson, have bridges been looked at and a cost to repair been given.*



***S. Champagne, at this point no, we receive a list from the State telling us what bridges are red flagged. At least one of these we believe it can be repaired rather than re constructed.***

***Ayes have it article passed.***

**Article 10: Community Service Agencies**

To see if the Town will vote to raise and appropriate the sum of \$14,100 for the purpose of funding for the following Community Service Agencies. The Board of Selectmen recommends this Article.

NORTH COUNTRY HOME HEALTH & HOSPICE	\$2,000
TRI – COUNTY COMMUNITY ACTION GROUP	\$3,000
WHITE MOUNTAIN MENTAL HEALTH GROUP	\$1,200
GRAFTON COUNTY SENIORS	\$2,000
AMMONOOSUC HEALTH (ACHS)	\$1,000
COURT APPOINTED ADVOCATE (CASA)	\$200
LISBON MAIN STREET PROGRAM	\$2,500
BURCH HOUSE	\$500
BRIDGE HOUSE	\$400
TYLER BLAIN HOUSE (HOMELESS, LANCASTER NH)	\$300
TRI-COUNTY TRANSIT	\$300
GOOD SHEPARD FOOD PANTRY (WOODSVILLE)	\$500
CHILD & FAMILY SERVICES (CFS)	\$200
<b>TOTAL</b>	<b>\$14,100</b>

***Article moved by Arthur Boutin Seconded by Brian Higgins***

***S. Champagne explained that the Town receives many requests; the Board goes through them all and decided who they think the Town can help and the amount.***

*Ayes have it article passed.*

**Article 11: Wastewater Department Budget**

To see if the Town will vote to raise and appropriate the sum of \$233,249 for the operation and maintenance of the Lisbon Wastewater Department operations. Said funds to be raised from user fees, and no amount to come from taxation. The Board of Selectmen recommends this Article.

*Article moved by Brian Higgins Seconded by Scott Champagne*

*S. Champagne, this is the cost to run the department for the year and is raised by user fee's.*

*Ayes have it article passed.*

**Article 12: Water Department Budget**

To see if the Town will vote to raise and appropriate the sum of \$194,330 for the operation of the Lisbon Water Department. Said funds are to be raised from user fees, no funds from taxation. The Board of Selectmen recommends this Article.

*Article moved by Arthur Boutin Seconded by Scott Champagne*

*S. Champagne, this is the department budget for the year. We are now going to bill three times a year, this is to help discover leaks quicker, both for the town and the customer. The previous Board had received a grant for mapping of the system, this has been a great help as well.*

*P. Wold, has soda ash been added to the water and is it safe.*

*S. Champagne, they have added to help with PH and yes it is safe.*

*Ayes have it article passed.*

**Article 13: Fund Capital Reserve Accounts**

To see if the Town will vote to raise and appropriate the sum of \$30,000 to be added to the following Capital Reserve Funds previously established. The Board of Selectmen recommends this Article.

HIGHWAY EQUIPMENT	\$10,000
FIRE EQUIPMENT & BUILDING	\$5,000
POLICE EQUIPMENT	\$5,000
LIFE SQUAD	\$5,000
TRANSFER STATION EQUIPMENT	\$5,000

*Article moved by Brian Higgins Seconded Arthur Boutin*

*Ayes have it article passed.*

**Article 14: Discontinue Capital Reserve**

To see if the Town will vote to discontinue the New Highway Dump Truck Capital Reserve Fund created in 1998. Said funds, with accumulated interest to date of withdrawal are to be transferred to the municipality's General Fund. The Board of Selectmen recommends this Article.

*Article moved by Scott Champagne Seconded by Brian Higgins.*

*S. Champagne, this fund was used to pay for last years dump truck purchase. The idea is to close this fund as it is specific just to dump trucks. There is now a new Highway Equipment fund that allows town to save and use for any of the equipment that might be needed. The monies left which is approximately \$280 will be placed into the general fund.*

*Ayes have it article passed.*

**Article 15: Transfer to Capital Reserve**

To see if the Town will vote to raise and appropriate the sum of \$280 to be added to the Highway Equipment Capital Reserve Fund previously established. This sum to come from the General Fund Unassigned Fund Balance. No amount to be raised from taxation. The Board of Selectmen recommend this Article.

*Article moved by Scott Champagne Seconded by Brian Higgins*

*S. Champagne, once the money from previous article put into general fund, this is then placing it into the Highway Equipment fund so that it stays with Highway not be absorbed into general fund.*

*Ayes have it article passed.*

**Article 16: Not Charge Lions Club for Water & Sewer**

To see if the Town will vote to not bill the Lisbon Lions Club for water and sewer user fees for usage at the Community Field Swimming Pool and Storage/Refreshment Stand. This

vote would be an indefinite approval, and can only be changed by a subsequent vote at Town Meeting. The Board of Selectmen recommends this Article.

***Article moved by Brian Higgins Seconded by Robert Clark.***

***S. Champagne, the Lions Club came to previous Board about abatement when there was a large audience, everybody was in favor of this. It was suggested that either the Lions club did a petitioned warrant article or the Board did one. It did not happen last year, so this year the Board have submitted it so that the Towns people can decide.***

***T. White, every time the Lions Club gets a bill they have been to the Board to ask for abatement.***

***Ayes have it article passed.***

#### **Article 17: Sale of Town Property**

To see if the town will vote to authorize the Selectmen to sell Town owned property on Bath Road identified as Map R01 Lots 08 & 09. This authorization is allowed indefinitely, until rescinded, or property is sold. The Board of Selectmen recommends this article.

***Article moved by Scott Champagne Seconded by Arthur Boutin***

***S. Champagne, the Board continued the previous Boards thinking of selling Town property and getting it back on the tax roll to help taxes. An auction was held and some properties were sold. When it came to the title search it was shown that this piece was not taken by tax deed and so authorization from the Towns people was needed. So coming to ask for the authority to do that now.***

*Ayes have it article passed.*

**Article 18: Petitioned Warrant Article – Rebecca’s Way**

To see if the Town of Lisbon will take over maintenance, including snow plowing, of Rebecca’s Way.

*Article moved by Robert Brooks Seconded by Greg Hartwell.*

*R. Brooks spoke to the article, explaining that the road had been originally built to Town specs as had been thought at some point it would be a town road. He owns a parcel on the road and are asking for the town to take it over.*

*J. Thibadeau, my parents own 4 lots on this road and knew nothing about this article until a few days ago. They are asking for information about the reason and what is involved and ask that the article to be tabled.*

*There was a motion and a second for the article to be tabled.*

*Ayes have it and the Article has been tabled.*

**Article 19: Transact Any Other Business**

To transact any other business that may legally come before this Meeting.

Article moved by Scott Champagne Seconded by Arthur Boutin.

S. Champagne, has anybody got any comments, suggestions or ideas for the Board?

T. White, like to thank the current Board for stabilizing the Town government.

T. Simpson, question on selling town lots. Can you make it a stipulation that the buyer has to upgrade the property?

S. Champagne, of the ones sold last year, two immediately started cleaning the properties up, dumpsters arrived and garbage from inside and outside started to be removed.

Another one old buildings were removed and the area was tidied up. Certainly a good idea to add to the paperwork that property has to be cleaned as soon as possible.

A motion to adjourn was made and seconded.

Meeting closed at 8:55 pm.

A True Copy Attest,  
Town Clerk,  
Jennifer Trelfa

**TOWN CLERK'S REPORT**

To the Voters of the Town of Lisbon:

I herewith submit my annual report of the financial doings of my office for the year 2018.

Auto Tax Permits Issued	298,574.00
Dog License Fees for	3540.50
Marriage License & Vital Statistics	1960.00
UCC Filings	720.00
Sidewalk Fees	9450.00
State MV Agent Fees	6903.00
Boat Permits Issued	376.84
State Boat Agent Fees	315.00
Bounced Check Fees	140.00
Total Town Receipts	<hr/> 321,979.34

The sum of total receipts was turned over to the Town Treasurer. In December of 2017 the Town went to a one check system for Motor Vehicle, using this system the Town collects the State monies and then daily transfers to the State.

For December 2018 the total State money deposited was	110,158.32
Total of State money transferred was	110,158.32

The total amount of monies taken by the Town Clerk in 2018 was:

Town	321,979.34
State	110,158.32
Total	432,137.66

Respectfully submitted,  
Jennifer Trelfa  
Town Clerk



## TAX COLLECTOR

	2018	2017	2016+
<b>Uncollected Taxes:</b>			
Beginning of Year:	\$0.00	\$308,233.60	\$ 37.28
Land Use Change	\$0.00	\$ 0.00	\$ 0.00
Yield Taxes	\$0.00	\$ 0.00	\$ 543.36
Excavation Taxes	\$0.00	\$ 0.00	\$ 11.95
Utility Charges	\$0.00	\$ 101,887.43	\$ 0.00
Credit Balance	-\$4,822.40	\$ 0.00	\$ 0.00
<b>Taxes Committed This Year:</b>			
Property Taxes	\$3,345,932.20	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 1,600.00	\$ 0.00	\$ 0.00
Yield Taxes	\$ 0.00	\$ 3,611.51	\$ 0.00
Utility	\$ 490,489.04	\$ 387.89	\$ 0.00
Excavation Tax	\$ 0.00	\$ 1,481.30	\$ 0.00
<b>Prepayment:</b>			
Over Payment	\$ 5,693.64	\$ 0.00	\$ 0.00
<b>Interest Collected on Delinquent Taxes:</b>			
	\$ 4,113.32	\$ 33,483.40	\$ 0.00
<b>TOTAL DEBITS</b>	<b>\$3,843,005.80</b>	<b>\$449,085.13</b>	<b>\$592.59</b>

## TAX COLLECTOR

	2018	2017	2016+
<b>Remittance to Treasurer During Fiscal Year:</b>			
Property Taxes	\$3,039,162.69	\$141,675.54	\$ 0.00
Land Use Change	\$ 1,600.00	\$ 0.00	\$ 0.00
Yield Taxes	\$ 0.00	\$ 3,611.51	\$ 0.00
Excavation Taxes	\$ 0.00	\$ 473.52	\$ 0.00
Utility Charges	\$ 336,225.28	\$ 42,173.85	\$ 0.00
Interest (Include Lien Conversion)	\$ 4,097.32	\$ 29,827.90	\$ 0.00
Conversion to Lien (Principle)	\$ 0.00	\$226,135.46	\$ 0.00
Penalties	\$ 16.00	\$ 3,655.50	\$ 0.00
<b>Prior Year Overpayments</b>			
<b>Abatements Made:</b>			
Property Taxes	\$ 5,495.99	\$ 244.14	\$ 37.28
Land Use Change Taxes	\$ 0.00	\$ 0.00	\$ 0.00
Yield Taxes	\$ 0.00	\$ 22.13	\$ 0.00
Utility	\$ 2,023.02	\$ 279.93	\$ 0.00
<b>Deeded</b>	\$ 953.14	\$ 0.00	\$ 0.00
<b>Uncollected Taxes End of Year:</b>			
Property Taxes	\$ 303,281.79	\$ 0.00	\$ 0.00
Land Use	\$ 0.00	\$ 0.00	\$ 0.00
Excavation Taxes	\$ 0.00	\$ 1,007.78	\$ 11.95
Yield Taxes	\$ 0.00	\$ 496.24	\$ 47.12
Utility	\$ 152,240.74	\$ 0.00	\$ 0.00
Tax Credit Balance	\$ -2,090.17	\$ 0.00	\$ 0.00
<b>TOTAL CREDITS</b>	<b>\$3,843,005.80</b>	<b>\$449,085.13</b>	<b>\$ 592.59</b>

## SUMMARY OF TAX SALE / TAX LIEN ACCOUNTS

Fiscal Year Ended December 31, 2017

	<b>DEBIT</b>		
	<b>2017</b>	<b>2016</b>	<b>2015+</b>
Unredeemed Liens			
Beginning of Year:	\$ 0.00	\$ 197,910.80	\$ 164,782.72
Liens Executed During			
The Fiscal Year:	\$ 249,590.28	\$ 0.00	\$ 0.00
Interest & Costs Collected			
After Lien Execution:	\$ 2,158.40	\$ 8,500.57	\$ 43,366.15
<b>TOTAL DEBITS</b>	<b>\$ 251,748.68</b>	<b>\$ 206,411.37</b>	<b>\$ 210,148.87</b>
	<b>CREDITS</b>		
Redemptions	\$ 36,312.37	\$ 34,515.91	\$ 117,063.98
Interest/Costs (After lien			
Execution:	\$2,158.40	\$ 8,500.57	\$ 45,366.15
Abatement of			
Unredeemed Liens:	\$ 0.00	\$ 0.00	\$ 1,847.64
Liens Deeded to			
Municipality:	\$ 2,186.46	\$ 2,893.80	\$ 5,202.32
Unredeemed Liens			
End of Year:	\$ 211,091.45	\$ 160,501.09	\$ 40,668.78
<b>TOTAL CREDITS</b>	<b>\$ 251,748.68</b>	<b>\$ 206,411.37</b>	<b>\$ 210,148.87</b>
Elderly Liens Executed\$	\$ 0.00	\$ 334.00	\$ 2,884.96
<b>TOTAL DEBITS</b>	<b>\$ 0.00</b>	<b>\$ 334.00</b>	<b>\$ 2,884.96</b>
Unredeemed Elderly	\$ 0.00	\$ 334.00	\$ 2,884.96
<b>TOTAL CREDITS</b>	<b>\$ 0.00</b>	<b>\$ 334.00</b>	<b>\$ 2,884.96</b>

## 2018 TREASURER'S REPORT

Account Name	Balance 12/31/2017	Balance 12/31/2018
<b>General Operating Fund</b>	\$1,396,074.13	\$1,074,827.51
<b>2012 LLS Equipment Acct</b>	\$16,845.20	\$31,152.89
<b>2014 LLS Transfer Acct</b>	\$785.23	\$889.45
<b>2016 LLS Revenue Acct</b>	\$510.67	\$10.51
<b>Conservation Fund</b>	\$9,085.90	\$8,855.12
<b>Town Clerk/Tax Collector EFT</b>	\$54,524.21	\$7,559.54
<b>Lisbon Cemetery Operating Acct</b>	\$5,574.48	\$6,453.85
<b>Lisbon PD Drug Forfeiture Acct</b>	\$1,586.96	\$1,587.75
<b>Police Detail Revolving Fund</b>	\$29,816.94	\$17,390.20
<b>Salmon Hole Cemetery</b>	\$1,587.93	\$1,588.74
<b>Fire/EMS/EOC Building Acct</b>	0	\$38,332.91
<b>2018 Local Land Use Board Account</b>	\$100.00	\$277.13
<b>Grand Totals - All funds</b>	\$1,516,491.65	\$1,188,925.60

All of the above accounts are held by Woodsville Guaranty Savings Bank

Respectfully Submitted,  
*Audrey Champagne, Treasurer*

# 2018 TREASURER'S REPORT

## Town Loans

### WOODSVILLE GUARANTY BANK

#### **Loan – POLICE CRUSIER**

Origination: 4/2016           \$37,323.18  
Maturity Date: 4/2019  
Interest Paid 2018: \$504.45  
Interest Rate: 2%  
Principle Balance 12/31/2018: \$12,441.06  
2019 Anticipated Payment: \$12,654.43

#### **Loan – 2017 DUMP TRUCK**

Origination: 10/2017       \$167,915.00  
Maturity Date: 10/2022  
Interest Paid 2018: \$2,212.36  
Interest Rate: 2.75%  
Principle Balance 12/31/2018: \$28,332.00  
2019 Anticipated Payment: \$28,544.35

#### **Loan – 2018 DUMP TRUCK**

Origination: 9/2018       \$168,000.00  
Maturity Date: 9/2023  
Interest Paid 2018: \$0.00  
Interest Rate: 3.65%  
Principle Balance 12/31/2018: \$168,000.00  
2019 Anticipated Payment: \$33,600.00

#### **Loan – TAN-Tax Anticipation Note**

Origination: 3/2018       \$1,000,000.00  
Maturity Date: 12/2018  
Interest Paid 2018: \$2,085.20  
Interest Rate: 2.95%  
Principle Balance 12/31/2018: \$0.00

#### **Loan – FIRE/EMS/EOC STATION**

Origination: 4/2018       \$986,600.00  
Maturity Date: 12/2037  
Interest Paid 2018: \$0.0  
Interest Rate: 3.25%  
Principle Balance 12/31/2018: \$907,000.00  
2019 Anticipated Payment: \$79,791.28

### Passumpsic Bank

#### **Loan – FRONT END LOADER**

Origination: 8/2014       \$80,267.24  
Maturity Date: 7/2020

Interest Paid 2018: \$597.79  
Interest Rate: 1.74%  
Principle Balance 12/31/2018: \$23,119.09  
2019 Anticipated Payment: \$11,957.06

**New Hampshire Municipal Bond Bank**

**Loan – WATER/SEWER NEW LAGOONS**

Origination: 02/2015           \$742,000.00  
Maturity Date: 8/2032  
Interest Paid 2018: \$21,215.00  
Interest Rate: 5.00%  
Principle Balance 12/31/2018: \$450,000.00  
2019 Anticipated Payment: \$72,260.00

**TOWN OF LISBON, NEW HAMPSHIRE  
2019  
TOWN MEETING WARRANT**

**To the inhabitants of the Town of Lisbon in the  
County of Grafton in the State of New Hampshire  
qualified to vote in town affairs.**

**You are hereby notified and warned to meet at  
Lisbon Regional School in said Town of Lisbon,  
New Hampshire on Tuesday the Twelfth day of  
March 2019 at ten o'clock in the forenoon at which  
time the polls shall open and not close earlier than  
seven o'clock in the evening to act upon the  
following subjects. All Articles except Article 1 and  
3 are to be considered at seven o'clock in the  
evening at the Annual Town Meeting.**

**DATE: MARCH 12, 2019  
TIME: 10:00 AM POLLS OPEN; 7:00 PM TOWN  
MEETING  
LOCATION: LISBON REGIONAL SCHOOL**

**Article 01: To Elect All Town Officers**

To choose all necessary Town Officers for the ensuing year.

**Article 02: Hear Reports of Agents, etc.**

To hear reports of agents and special committees heretofore  
chosen and pass any vote related thereto.

### **Article 03: Zoning Ordinance Amendment**

To see if the Town will vote to adopt the amendment to the existing town zoning ordinance as proposed by the Planning Board.

The proposed amendment would replace the existing Lisbon Zoning Ordinance with a revised Zoning Ordinance incorporating modifications to the organization and numbering for clarity, updates required by state law, and several revisions, including but not limited to:

- Article I - Adds and modifies several Definitions.
- Article II - Adds and modifies language in Present Uses regarding nonconforming lots, uses and buildings.
- Clarifies language in Article III Future Use District Definitions and modifies the District A boundary to follow lot lines and make it clearly identifiable.
- Separates Industrial District from overlay districts in Article III and IV, eliminates Special District nomenclature, and modifies Section 4.1 Land Use Limitations. Updates language in Article IV regarding Flood Hazard Areas.



- Article V - Updates language in Section 5.1 Permitted Uses. Makes modifications to Table of District Uses including addition of several uses, change in the Permitted or Special Exception category for several uses; addition of residential uses on existing lots to Industrial District; expansion of opportunity for Wireless Communication Facilities, Day Cares and Renewable Energy Facilities; modification of manufacturing. Reduces minimum lot size for Industrial District from 200,000 sq ft to 80,000 sq ft except for industrial parks. Limits each lot to 1 principal building/use except for District B with Special Exception.
- Article VI – Adds regulations to Personal/Commercial Wireless Communication Facilities.
- Article VII – Revises Section 7.3 cluster development, and adds cluster development to District D.
- Article VIII – Updates Variance language, adds specific impacts to Special Exception review criteria, adds provision for Equitable Waivers of Dimensional Requirements.

#### **Article 04: Operating Budget**

To see if the Town will vote to raise and appropriate the sum of \$1,914,441 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. This Article recommended by the Selectmen.

GENERAL ADMINISTRATION	\$75,625
TAX COLLECTION, ELECTION, REG & VITALS	\$79,938
FINANCIAL ADMINISTRATION	\$72,640
REVALUATION OF PROPERTY	\$57,650
LEGAL EXPENSE	\$12,000
PLANNING & ZONING	\$6,703
GENERAL GOVERNMENT BUILDINGS	\$66,850
CEMETERIES	\$15,650
INSURANCE NOT OTHERWISE ALLOCATED	\$57,500
ADVERTISING & REGIONAL ASSOCIATIONS	\$3,200
POLICE DEPARTMENT	\$342,754
FIRE DEPARTMENT	\$88,025
LIFE SQUAD	\$43,300
BUILDING INSPECTION/CODE ENFORCEMENT	\$15,000
EMERGENCY MANAGEMENT	\$3,000
PUBLIC SERVICE – DISPATCH & COMM	\$46,400
HIGHWAY & STREETS	\$505,408
STREET LIGHTING	\$15,000
SOLID WASTE DISPOSAL	\$219,739
WELFARE DIRECT ASSISTANCE	\$17,200
PARKS & RECREATION	\$15,610
PUBLIC LIBRARY	\$59,196
PATRIOTIC PURPOSES	\$1,000
ECONOMIC DEVELOPMENT	\$10,000
LONG TERM BONDS & NOTES	\$129,796

INTEREST ON LONG TERM BONDS & NOTES	\$37,687
INTEREST ON TAX ANTICIPATION NOTE	\$5,000
ROAD IMPROVEMENTS & GRAVEL ROADS	\$100,000
HEALTH ADMIN	\$600
<b>TOTAL</b>	<b>\$2,102,471</b>

**Article 05: Wastewater Department Budget**

To see if the Town will vote to raise and appropriate the sum of \$233,249 for the operation and maintenance of the Lisbon Wastewater Department operations. Said funds to be raised from user fees, and no amount to come from taxation. The Board of Selectmen recommends this Article.

**Article 06: : Water Department Budget**

To see if the Town will vote to raise and appropriate the sum of \$194,330 for the operation of the Lisbon Water Department. Said funds are to be raised from user fees, no funds from taxation. The Board of Selectmen recommends this Article.

**Article 07: Police Cruiser**

To see if the Town will vote to authorize the selectmen to enter into a long-term lease/purchase agreement in the amount of \$37,105 payable over a term of 3 years for a police cruiser, and to raise and appropriate the sum \$14,000 for the first year's payment for that purpose.

Board of Selectmen recommends this Article. (2/3 ballot vote required)

**Article 8: Community Service Agencies**

To see if the Town will vote to raise and appropriate the sum of \$12,000.00 for the purpose of funding for the following Community Service Agencies. The Board of Selectmen recommends this Article.

NORTH COUNTRY HOME HEALTH & HOSPICE	\$2,000
TRI – COUNTY COMMUNITY ACTION GROUP	\$3,000
WHITE MOUNTAIN MENTAL HEALTH GROUP	\$1,200
GRAFTON COUNTY SENIORS	\$2,000
LISBON MAIN STREET PROGRAM	\$3,000
TRI-COUNTY TRANSIT	\$500
CHILD & FAMILY SERVICES (CFS)	\$300
<b>TOTAL</b>	<b>\$12,000</b>

**Article 09: Discontinue Capital Reserve**

To see if the Town will vote to discontinue the Employee Health Capital Reserve Account and place the funds into the general fund. Said funds, \$917.97 with accumulated interest to date of withdrawal are to be transferred to the municipality's General Fund. The Board of Selectmen recommends this Article.

**Article 10: Fund Capital Reserve Accounts**

To see if the Town will vote to raise and appropriate the sum of \$52,000 to be added to the following Capital Reserve Funds previously established. The Board of Selectmen recommends this Article.

HIGHWAY EQUIPMENT	\$10,000
FIRE EQUIPMENT & BUILDING	\$5,000

POLICE EQUIPMENT	\$5,000
LIFE SQUAD	\$5,000
TRANSFER STATION EQUIPMENT	\$5,000
MASTER PLAN UPDATE	\$7,000
TOWN BRIDGE	
MAINTENANCE/REPLACEMENT	\$15,000
<hr/>	<hr/>
TOTAL	\$52,000

**Article 11: Library Trustees Authority to Accept and Expend Library Funds**

To see if the Town of Lisbon will authorize indefinitely, until specific rescission of such authority, the public library trustees as expending agents of the Library Building Improvement Capital Reserve Fund, established in 2004. These funds shall be for the purpose of providing ADA accessibility to the Lisbon Public Library including related renovations or additions needed to accomplish ADA accessibility to the library building (majority vote required).

**Article 12: Lisbon Area Historical Society**

To see if the Town will vote to allow the Lisbon Area Historical Society to erect a building on Town owned property at 25 Central Street, the Rail Road Station property. Lisbon Area Historical Society would be responsible for any costs and subject to any State and Local building ordinances.

**Article 13: Transact Any Other Business**

To transact any other business that may legally come before this Meeting.

Scott Champagne  
 Arthur Boutin  
 Brian Higgins



## Trustees of the Trust Funds 2018 Annual Report

As many of you are aware, our Jennie Eastman Brown Fund provides scholarship funds to Lisbon Regional High School graduates who attend college and maintain a minimum Grade Point Average. The Board applauds those students who have received scholarships for their academic achievement.

We remain concerned that there were very few requests this past year for assistance from the Buffington Fund. As a brief review, this fund was established to provide medical assistance to needy residents who qualify for assistance and was last modified by the court in 2001 as follows:

1. Care of Town's residents who are deserving patients at any other general care hospital, wherever located, who have been transferred from Woodsville Cottage Hospital
2. Care of Town's residents who are deserving patients at any other general care hospital wherever located
3. For other medical/dental care of deserving Town residents including care by physicians, dentists, and nurses and medical and/or dental prescriptions
4. For the care of the Town's deserving needy for needs other than medical expenses including housing, food, etc. commonly paid for by Town Welfare or for purposes such as eye care, examinations and glasses.

If a needy resident qualifies for assistance all that is necessary is to file an application with the select-board, if approved the board will send a request to the trustees for payment and we will pay the medical facility directly – **the recipient/beneficiary's names are kept strictly confidential.**

The Common Investment Fund provides money that is distributed annually to the town, library and cemeteries and the Grove Hill Cemetery Perpetual Care Trust provides funds for the repair of memorial stones and other maintenance.

The board keeps a very close watch for fluctuations in the market and, along with the advice of the Passumpsic Advisors, make changes when necessary to ensure that funds entrusted to our care produce the greatest return with the lowest downside risk.

## Capital Reserves

DFA Account	Name 1	Name 2	Account Title	Prev MTD Amount Of Deposits	Prev MTD Amount Of Checks	Prev MTD Interest Earned	Current Balance
7020000078	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	LIBRARY BLDG IMPROVEMENT	\$0.00	\$0.00	\$7.65	\$60,186.95
7020000081	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	EXP WASTE WATER DEPT MAINTFUND	\$40,000.00	\$0.00	\$5.77	\$80,245.92
7020000094	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES FIRE STATION	\$0.00	\$0.00	\$0.00	\$0.00
7021000077	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES DUMP TRUCK	\$0.00	\$0.00	\$0.00	\$0.00
7021000080	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES LRS SPECIAL EDUCATION	\$0.00	\$0.00	\$12.24	\$96,167.31
7021000093	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES FUND E HEALTH	\$0.00	\$0.00	\$0.32	\$2,604.54
7021000174	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	HIGHWAY DEPT HEAVY EQUIPMENT	\$0.00	\$0.00	\$0.41	\$10,281.57
7022000076	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	FIRE DEP EQUIP EXPEND TRUST F	\$0.00	\$0.00	\$1.00	\$7,955.49
7022000089	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES HIGHWAY PICKUP	\$0.00	\$0.00	\$0.00	\$0.00
7022000092	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES FUND BACKHOE	\$0.00	\$0.00	\$0.00	\$0.00
7023000088	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	POLICE DEPT EQUIP FUND	\$0.00	\$0.00	\$2.96	\$23,322.14
7023000091	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES FUND REVALU	\$0.00	\$0.00	\$0.00	\$0.00
7023000169	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	Master PLN Update Cap Res Fund	\$0.00	\$0.00	\$0.24	\$4,201.63
7024000087	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES LIFE SQUAD VEHICLE	\$0.00	\$0.00	\$1.27	\$10,021.21
7024000090	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	HIGHWAY EQUIP FUND	\$106,148.30	\$0.00	\$5.93	\$139,140.31
7025000086	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	TRANSFER STATION EQUIP FUND	\$0.00	\$0.00	\$0.03	\$288.47
7025000170	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	Bridge Rplcmnt Cap Res	\$0.00	\$0.00	\$2.04	\$48,733.95
7026000085	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	CAP RES LRS TECHNOLOGY FUND	\$0.00	\$0.00	\$0.00	\$55.68
7027000084	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	SCH BLDG MAINT EXP TRUST FUND	\$0.00	\$0.00	\$12.80	\$100,590.58
7029000083	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	HIGHWAY DEPT HEAVY EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00
7029000079	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	FIRE DEPT & EQUIP BLDG FUND	\$0.00	\$0.00	\$4.06	\$31,941.63
7029000082	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	EXP WATER DEPT MAINT FUND	\$30,000.00	\$0.00	\$4.50	\$61,609.90
7029000095	TOWN OF LISBON	TRUSTEE OF TRUST FUNDS	SIDEWALK IMPROVEMENT FUND	\$0.00	\$0.00	\$4.16	\$32,741.08
<b>Overall - Total</b>				<b>\$176,148.30</b>	<b>\$0.00</b>	<b>\$65.38</b>	<b>\$710,088.36</b>

The following is a year-end balance summary of the trust funds and capital reserves that are in our care:

<b>Buffington Fund:</b>	<b>\$3,427,710.29</b>
<b>Brown Fund:</b>	<b>\$1,468,745.33</b>
<b>Common Investment Fund:</b>	<b>\$31,849.82</b>
<b>Grove Hill Cemetery Perpetual Care Trust:</b>	<b>\$115,698.50</b>
<b>Capital Reserves:</b>	<b><u>\$710,088.36</u></b>
<b>TOTAL:</b>	<b>\$5,754,092.30</b>

Respectfully submitted:

Lisbon Trustees of the Trust Funds

Dawn Nyberg, Chair/Treasurer  
Mark Winter, Secretary  
Owen Clark, Member



Librarian's Report 2018

Circulation of Resources

Adult materials loaned	4291
Children's materials loaned	802
	<hr/>
	5093

Memorial Gifts

In Memory of Earl and Barbara White  
Cash Donation to the Handicapped Accessibility Fund  
Presented by Tom and Karen White

In Memory of Agnes Andross  
In Memory of Wilbur Callender  
In Memory of Clair Cochran  
Cash Donations to the Handicapped Accessibility Fund  
Presented by Sigmund and Anne Hudson

**The Sugarmaker's Companion**

Presented by the 2018 Library Board of Trustees, in honor of Paula Hapgood for her years of service on the library board.

Donors of Non-memorial Cash Gifts to the Library:

Betsy Babcock and Dan Cavicchio  
New England Wire Technologies  
Lloyd and Joanne Donnellan  
Ruth Marzec  
Richard and Therese Portner  
Tom and Karen White

Friends in Council donated money to purchase flowerbox flowers and members provided snacks for the children during our summer reading program.

Little City Thrift Store donated children's books of our choosing from Little Village Toy & Book Shop each month.

The library hosted its fourth annual plant and bake sale in May. Once again, it was a huge success for both the library and gardeners. The fifth annual sale will be held the on May 17<sup>th</sup>. Donations of plants for the sale will be greatly appreciated.

Over the holidays, the library helped Santa and the Lisbon Lions Club give books to area children.

Glen Stiles voluntarily keeps the library steps snow and ice free all winter long.

In September Jeff Warner brought his program of traditional American and English folk songs to the library. This program, Music in My Pockets, was paid for in part by a grant from the NH Humanities Council.

Respectfully Submitted,  
Karla Houston  
Librarian

Lisbon Planning Board Commission  
Annual Report 2018

- **In 2018** the Planning Board had a total of 6 members as follows:  
Robert Adams,  
Sandra Butson, Vice Chair  
Mary Lou Forsyth, Recording Secretary  
Brain Higgins, Select Board Rep.  
Rosalind Page, Chair.  
Sara Jean Hicks, Alternate
- **Applications:** The Board reviewed and voted on a major subdivision on Parker Hill Road, a voluntary lot merger on Moore Street, and a clarification to a 1983 subdivision on Pearl Lake Road. An application for a Commercial Solar Farm was also extensively reviewed, but ultimately denied for lack of requested supporting documents.
- **Fees:** At the Selectboard's request, the Planning Board reviewed Lisbon's building permit fees with respect to adjacent towns and submitted proposed changes to the fees to be inline with those charged by other towns
- **Master Plan Project:** The Board reviewed the Town Zoning Ordinances with our Consultant Planner Tara Bamford who guided us through the process and provided a huge amount of support and professional input. After the two required Public Hearings, the proposed updates and clarifications to the Ordinances and Zoning district boundaries and uses will now be presented at Town Meeting in March 2019 for the town's residents to vote on. We hope then to return to the Master Plan itself this year.
- **Other Business.** Two members of the Board are now serving as a representative for the Town at the North Country Council Regional Planning Committee quarterly meetings.
- A member of the Board is now serving as representative for the Town on the North Country Council Transportation Committee.
- A member of the Board attended the NH Municipal Assoc. Annual Planning and Zoning Conference in Concord and took workshops on Model Solar Ordinances, Planning Bard Basics, and Accessory Dwelling Units. Other workshops through the year covered Floodplain Administration topics.
- **Board.** Our Alternate, Sara Jean Hicks resigned in September due to time conflicts with her work. We thank her for her valuable contributions and wish her well. If there is anyone interested in joining the Board in her place, please contact the Town Clerk.
- **Support.** A sincere thank you to all members of the Planning Board, town staff (Jennifer Trelfa and Krystle Dow), and Tara Bamford, Consultant Planner for all the time and energy that they have expended on these projects.

Respectfully submitted,

Rosalind Page, Chair.



**LISBON POLICE DEPARTMENT**  
**46 SCHOOL STREET**  
**LISBON, NH 03585**

Scott Pinson  
Chief of Police

Business Telephone 603-838-6712  
Emergency Telephone 911  
Fax 603-838-5502

To the residents of Lisbon

I would like to thank everyone for your continued support.

This year the Lisbon Police Department experienced a shortage of a full time officer. Officer Andrew Hennessey went to the Carroll Police Department leaving this agency short staffed for several months. Officer Teighlar Carney was brought on board in November to fill that position. She comes from New York with a full time Police certification and is currently working on her NH certification, however she has already assumed full time duties.

Although I placed this in the annual town report last year, I would like to point out again that in July of 2017 the Lisbon Police Department assumed patrol of Landaff. This is a 5 hour per week venture that brings to the Town of Lisbon an annual revenue of \$15,600. We have included the patrols randomly into our normal patrols. While engaged in patrol in the Town of Landaff we deal with calls for service as well, however retain the right to turn over any timely investigations to the NH State Police in order for us not to be taken away from our duties in Lisbon. For clarification, these revenues go into the general fund and not the Police Department budget.

A second point that I would like to clarify for those of you that do not know is that I handle all of this agencies prosecutions, court arraignments, trial management conferences, pre-trial managements, as well as Grand Jury presentations. I do not know of any agency out there that currently prosecutes their own cases. In those cases an attorney either works for or is contracted by the municipalities/police agencies, for any court needs. This constitutes approx. \$10,000-\$15,000 dollar savings for the town annually.

As with many years now, we continue to apply for and receive State and Federal grants that are used for directed patrols such as seat belt enforcement, DWI patrols, distracted driving, and speed enforcement. We have seen an increase in negative driving behaviors on our roadways and these enforcement initiatives will aid us in reducing these behaviors. Please contact us if you are concerned with the operation of a motor vehicle. Our goal is to save lives and you can assist us with that intervention.

If anyone should have any questions or concerns please feel free to stop by the police department or email me at [chiefofpolice@lisbonnh.org](mailto:chiefofpolice@lisbonnh.org)

Respectfully,  
Chief Scott Pinson

## TRANSFER STATION

Thank you to the people of Lisbon, Lyman, and Landaff for your support of the transfer station and your efforts to recycle as much as possible.

2018 was a very difficult year as all of our equipment needed repair or replacement. This includes all three vertical balers, our trash compactor, and our scale reading device. The three balers were repaired, the scale reading device was replaced and the trash compactor was replaced with capital funds. We also incurred and are still incurring a charge to dispose of mixed paper. The good news on mixed paper is that it costs us less to bale and ship than it does to dispose of it in our compactor or C&D containers. With all the repairs and new equipment I am sure that in 2019 we can retain much more of the income we spent this last year.

On the financial side we recovered 67% of the transfer station operating costs from the sale of trash bags, and income generated from construction/demolition material weighed on our scale. The actual cost to run the transfer station for Lisbon is \$131,603, Landaff is \$33,423 and Lyman \$43,868. The income for the transfer station is shown in the table below;

ITEMS SOLD	INCOME
29,204 TRASH BAGS	\$84,718.00
C & D INCOME WEIGHED ON THE SCALE	\$40,486.00
OCC (cardboard)	\$5,061.00
STEEL AND ALUMINUM CANS	\$5,340.00
<b>TOTAL 2017 INCOME</b>	<b>\$135,605.00</b>

2018's major expenses (other than salaries, utilities, and supplies) needed to operate and maintain the transfer station buildings and grounds are;

ITEMS EXPENSED	COST
TIPPING FEES (cost to remove waste from our facility to the landfill)	\$57,857.00
BALING EXPENSES (baling wire, strapping, baling tools, etc.)	\$9,197.00
TIRE DISPOSAL	\$686.00
ELECTRONICS DISPOSAL	\$3,317.00
SCALE LICENSING AND INSTRUMENT REPLACEMENT	\$3,695.00
FUEL FEE FOR HEAT AND BOBCAT	\$2,527.00
PURCHASE OF MSW BAGS FOR RESALE TO RESIDENTS	\$8,688.00
PEMI-BAKER SOLID WASTE DISTRICT DUES	\$2,030.00
EQUIPMENT MAINTENANCE <i>(Glass Crusher parts, Compactor Repair, Forklift Tires, Backhoe Repair: Baler Repairs)</i>	\$11,783.00

Thank you again to all our residents who use the transfer station for helping us to maintain a safe place for all our employee's and visitors, thank you for your recycling efforts, and thank you for helping protect our environment for us and future generations.

# PEMI-BAKER SOLID WASTE DISTRICT

Brian Patnoc, Chairman  
Jessie Jennings, Vice-Chairman  
Erik Rasmussen, Treasurer  
Nick Altonaga, Secretary

c/o 161 Main Street  
Littleton, NH 03561  
(603) 444-6303 ext. 2021  
[pemibakerswd@gmail.com](mailto:pemibakerswd@gmail.com)

## 2018 Annual Report

This past year, the Pemi-Baker Solid Waste District continued its cooperative efforts to promote waste reduction, increase recycling, and to provide residents with a means of properly disposing of their household hazardous waste (HHW).

The District held two (2) one-day HHW collections, one in Littleton and the other in Plymouth. A total of 237 households participated in the program. It was estimated that over 8,200 tons of material was collected. Total expenses for this year's program (disposal costs, advertising, & insurance) were \$23,344.00. The District was awarded a grant from the State of NH for \$5,587, and received a \$5,000 donation from Casella Waste. The net expenditures for the program were \$12,757 (a cost of \$0.46 per resident).

In 2018, the District will once again hold collections in Littleton (Sunday, August 19th) and in Plymouth (Saturday, September 29<sup>th</sup>). Individual residents can help to minimize the District's disposal costs and reduce the toxicity of the waste stream by remembering a few of these helpful tips: Buy only what you need. If you have leftover product, properly store it so it will last. Use biological controls and organic products for pests and diseases in the garden when feasible. Apply chemical pesticides only as a last resort and be sure to follow the directions on the label. Lastly, air-dry your leftover latex paint. When completely dried, latex paint may be disposed of in your household trash.

The district also coordinated a fluorescent light bulb collection and recycling program, which involved all member towns. This year roughly 27,628 linear feet of fluorescent tubes was collected, as well as 3,247 compact fluorescent bulbs, and 1,644 units of ballasts and batteries. The total cost for this effort was \$4,161.31 covered by district dues.

When selling your recyclables, be sure to call multiple brokers as prices can vary between brokers. Even small differences can add up to significant dollars over the course of a year. Brokers also can offer a wide array of collection options (single-stream, co-mingled, split loads, etc) to best suit your recycling facility. What works for one town may not work for another, but no matter the circumstances, there are many possibilities for members to decrease waste and increase recycling efforts. We are very fortunate to have some of the best municipal recycling programs in the State as well as a knowledgeable and innovative group of facility operators. If your town has questions, issues, or concerns you would like to address, please use the resources you have available. New Hampshire the Beautiful offers grants to NH communities to help with the purchase of recycling equipment. Grants may total up to one-half of the purchase price of such things as balers, roll-off containers, collections bins, or other equipment that will assist a town in achieving a higher diversion rate. More information on the grant program is available at [www.nhthebeautiful.org](http://www.nhthebeautiful.org).

As always, citizens interested in participating in the development of the District's programs are welcome to attend the District's meetings. Information regarding the place and time of the meetings is available at all municipal offices and recycling centers. If at any time an individual community needs assistance in regards to their solid waste/recycling program, please contact the District by email at [pemibakerswd@gmail.com](mailto:pemibakerswd@gmail.com).

Respectively Submitted,  
Nicholas Altonaga, Secretary

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Ashland - Campton - Danbury - Dorchester - Easton - Ellsworth - Franconia - Groton - Landaff - Lisbon - Littleton - Lyman  
Plymouth - Rumney - Sugar Hill - Thornton - Warren - Waterville Valley - Wentworth



**TOWN OF LISBON**  
**DEPARTMENT OF PUBLIC WORKS**  
**420 BATH ROAD, LISBON, NH 03585**  
**603-838-2254**

First and foremost, the Lisbon Highway Crew would like to thank Kevin for his 23 years of service and dedication to the Town of Lisbon. He will be missed.

Projects this year included new culverts and ditching in preparation for new pavement on Bishop Rd., we changed some storm basins in the village and did culvert changes and ditching on Upper Gilman Hill Rd., and our usual jobs of grading, filling potholes, winter sand, side arm mowing, water meter maintenance and reading, cemetery work, and helped with some site work at new fire station. The guys in the shop gave our equipment trailer a major face lift along with all the maintenance on the town vehicles.

We took delivery of our new dump truck in the fall and would like to thank all tax payers for their support!

We also have a new employee named Todd Fisher and he has been a great asset to our team. We also brought one back from retirement as in Lester Bousquet to help us out part time for the winter months.

The door is always open and thank you!!

Respectfully yours,  
Charlie Hampson

## LISBON FIRE DEPARTMENT 2018

2018 was an extremely busy year for the Lisbon Fire Department.

Most excitedly was the passage of the Bond for a new Fire and EMS Building. Both departments are very thankful to the Voters for passing the Bond.

Fire and EMS are now operating out of the new Station on 151 South Main Street. We will be having an official open house in May so all can come see our new facility. In the meantime, if anyone would like a tour contact Chief Hartwell or a member of the Fire Department or Life Squad and we are more than happy to give a tour.

The Fire Department was quite busy this year as we had 127 calls. Of these calls, 100 were in Lisbon and Lyman which is our primary coverage area. The other 27 were Mutual Aide calls to our neighbors who are part of the Twin State Fire Mutual Aide system.

Calls in Lisbon and Lyman consisted of motor vehicle accidents, car fires, a camper fire, trees on power lines, CO2 alarms, smoke alarms, chimney fires, flooding issues, grass/forest fires, and assisting the Life Squad.

Mutual Aide calls consisted of structure fires, forest/grass fires, motor vehicle accidents and station coverage.

### Our current membership:

Chief Greg Hartwell	FF Kevin DeFosse
Asst. Chief Geep Houston	FF Jesse Jesseman
Captain Jeff Dodge	FF Brandon Dodge
Lt. Dave Combs	FF Matt Hubbard
Lt. Matthew Champagne	FF Coty Hubbard
Lt. Tom Hartwell	FF Mike Woods
Lt. Jeremy Dodge	FF James Hussey
FF Connor Quinn	FF Claude Lapete

Respectfully submitted Chief Greg Hartwell



# Lisbon Life Squad

Another year has passed, and we would like to thank all the residents in our coverage area for their support. We would also like to thank the area businesses for allowing our members to respond to incidents within our coverage area. Their backing is key in allowing us to serve our community.

The new Fire/EMS/EOC Station has been completed. We are so appreciative to the community for giving us the opportunity to construct the new station. It will prove to be a great asset to the town. Our EMS personnel and our Fire personnel can now enter the building and have room to safely move around. They do not have to wait for one piece of equipment to leave before being able to get to a second piece of equipment and we do not have to leave any remaining equipment outside on the street. We are now able to come back from a call and wash the equipment and perform any necessary maintenance.

The Norumbega Trail Riders group donated an AED and case to the departments to be mounted in the new station. We are very thankful to have received these items.

We were fortunate enough to receive numerous donations during the year. Many of the donations were made in memory of friends and family that have passed. We will be using those donations to purchase needed equipment.

The Life Squad responded to 300 calls in 2018. This was an increase in calls from the 234 we had in 2017. In Lisbon alone, this year we had 217 calls, Lyman we had 32 calls, Landaff we had 28 calls, 10 in Haverhill, 4 in Bath, 4 in Littleton, 2 in Franconia, 2 in Wells River and 1 in Monroe.

The members of the Life Squad would like to recognize and extend our condolences to the family of Laurie Guilmette and Joan Guilmette. Laurie dedicated many years to the Life Squad and community and Joan was the sole dispatch center for the community for many years. They will both be missed.

Dave Combs – EMT

Matthew Champagne – EMT

Mark Taylor – EMT

Kyle Lyndes – EMT

Kevin VanNorden – EMT

Audrey Champagne – AEMT

Cindy Taylor – AEMT

Kristyna Sullivan – AEMT

Tom Hartwell – AEMT

Conner Quinn – AEMT

Jeremy Dodge – Paramedic

Gary Gagnon – Paramedic

Ed Daniels – Paramedic

Jeff Dodge – EMR

Scott Champagne – EMR

Respectfully Submitted,

Dave Combs

Director Lisbon Life Squad

## WATER/WASTEWATER REPORT

January 21<sup>st</sup> the collection line from the Landaff Pump station on Acre Drive was frozen, and prevented sewage from being pumped, resulting in an alarm. After having Schofield's pump down the wetwell throughout the week, FX Lyons was called in and onsite January 29th to inspect the pumps to confirm that they are working properly and that the line was blocked. On February 1<sup>st</sup>, Schofield's jet cleaned the line, removing the ice block, allowing sewage to be pumped again.

On March 30<sup>th</sup>, during a power outage, the generator at the Bath Road pump station failed to provide power to the pump station, resulting in flooding. Schofield's was called in to try and keep the water level from rising too much while waiting for Royal Electric to inspect the generator before the power returned. The generator had its voltage regulator repaired by JA Corey on April 13<sup>th</sup>.

Cable was installed on April 13<sup>th</sup>.

On June 8<sup>th</sup>, a leg for the 3-phase motor burnt out in the Muffin Monster in the Bath Road pump station. A new motor was purchased and replaced the worn-out motor on August 13<sup>th</sup>.

On June 18<sup>th</sup>, a communication error caused an alarm to go off at the well house. After inspecting, found a problem with the programming to the PLC at the Sanborn tank to have been erased. Tom Therion was called in to reprogram and reset the PLC, and fixed the issue on June 21<sup>st</sup>.

On July 10<sup>th</sup>, the monthly bacteria samples resulted in a total coliform hit at both sample sites, due to a combination of higher water temperatures and older chlorine resulting in a too low chlorine residual to disinfect the water. Chlorine was turned up and replaced, and additional samples were taken, which came back clean.

On August 13<sup>th</sup>, the Muffin Monster at the Hydro Pump station burnt out a leg of its 3-phase motor. A new motor was ordered, and replaced on October 8th. However, electrical issues remained. After conflicting investigations between JA Corey and Royal Electric, a replacement motor has been ordered, and the wiring between the generator building and up to the motor has been replaced as of February 22<sup>nd</sup>, 2019.

On August 31<sup>st</sup>, a black water incident on Main St. caused by New England Wire's fire suppression system going off the day before. The high volume of water consumed by NE Wire caused any settled manganese in the lines to be broken loose.

On December 20<sup>th</sup>, the town's DPW discovered a broken water line on Pearl Lake Road, and repaired it on December 21<sup>st</sup>. This has seemingly reduced the amount of water being pumped, which had been slowly increasing since the hydrants were flushed.

## THE CONSERVATION COMMISSION ANNUAL REPORT - 2018

### The Conservation Commission Members include:

Betsy Stead  
Mark Roberts  
Rosalind Page  
Robert Cook

- Analyzed applications presented before us by Department of Environmental Services, Town of Lisbon, and residents of Lisbon.
- Created proposal to create permanent conservation easements for land owned by the Town of Lisbon.
- Replaced signs for permitted usage and town policy's at Pearl Lake.
- Established criteria for creating a town managed land trust.
- Continued our relationship with New Hampshire Association of Conservation Commissions.
- Implemented the third annual trash pickup effort and collected trash along town roads and properties.
- Discussed improving town resident's awareness of natural resources, and how to create better access for the public.
- Established a trails management criteria for 2019.

Respectfully submitted,

Robert Cook, CC Chair

## **LISBON LIONS CLUB**

The Lisbon Lions Club will celebrate its 81st anniversary this year. Our membership includes residents from Lisbon, Lyman, Landaff and Bath. Thank you to the members of our Club who have put in countless hours of volunteer time to support our numerous activities. Also, thank you to the Townspeople and Businesses in and around our communities. Your support and spirit enables us to continue to provide support to a wide range of programs for local youth and senior citizens, and to assist others in our communities with sight and hearing needs. The Club would also like to thank the staff and administration at Lisbon Regional School for allowing us to use their facility for fundraisers and events and our heartfelt thanks to St. Catherine's Catholic Church for allowing us to use their facilities for some of our meetings.

The Lions Club Community Field and Pool continue to provide an essential service to the community and school system. We support athletic programs for youths in soccer, basketball, baseball, and softball as well as swimming and skiing lessons. We also provide tennis and basketball courts next to New England Wire Technologies. In conjunction and with the continued support of NEWT, we have been able to maintain these facilities. The new swimming pool constructed on the community field in 2012 continues to provide hours of recreation for children and adults from Lisbon, Landaff, Lyman and beyond.

In addition to athletic programs, the Club hosts a spring time Senior Citizens Dinner, a Senior Holiday Dinner, Santa's Hotline, Santa's Christmas Eve visits, and we make a donation from tree sales proceeds to our local food banks including the PALS food drive at Lisbon Regional School. We also provide funds towards eyeglasses and hearing equipment for local community members who are in need and donate to a variety of local worthy causes, especially those involving children.

The Lions Club asks for your participation in the following fund-raisers: Christmas Tree Sale, the Tip-Off Classic Basketball Tournament, the Kick-Off Classic Soccer Tournament, and of course, our famous Sausage Concessions.

We thank the Towns of Lisbon, Landaff, and Lyman for their continued support.

Respectfully submitted,  
Tucker Clark  
President, Lisbon Lions Club

**Town of Lisbon, NH. Cemetery Trustees' Report 2018**

This past year saw a continuation of work begun in 2016 to improve the condition of the Grove Hill Cemetery. During the spring of the year, Littleton Monument Company was contracted to replace 11 headstones that were either broken or unreadable because of wear. In addition, a large number of headstones were cleaned by Littleton Monument Co. this past fall. We are planning to replace four more stones, straighten and repair others, and continue cleaning monuments during 2019.

Other projects under consideration include ways to raise funds for work in the Salmon Hole Cemetery and searching Town Hall records for historical information about the cemeteries.

Currently, there is a trustee vacancy. Anyone interested in serving the community in this position may contact the trustees, sexton, or town clerk for more information.

**2018 Financial Activity for Grove Hill Cemetery Operating Account (#5359):**

Revenue:

Revenue from plot sales: \$1,900.00  
Revenue from tomb fees: \$ 300.00  
Donations: \$ 130.00  
Account Interest: \$ 2.97  
Total Revenue: \$ 2,332.97

Expenditures:

Cincinnati Insurance Co.: \$143.00  
Veteran Flags  
American Flag Store: \$741.60  
F.W. Webb Co. (ecomats): \$450.00  
Total Expenditures: \$1,334.60

Operating Account Balance as of 12-31-2018: \$6,453.85

Additional Activity funded from Perpetual Care Trust Fund:

Replacement of 11 headstones by Littleton Monument Co.: \$7,846.00  
Stone Cleaning by Littleton Monument Co.: \$2,000.00

Respectfully submitted,

Trustees: Ina Lippard and Michael Petriccione

Sexton: Todd Colby



# Roberts & Greene, PLLC

## INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Selectmen  
Town of Lisbon  
Lisbon, New Hampshire 03585

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Lisbon, as of and for the year ended December 31, 2017, which collectively comprise the Town's basic financial statements as listed in the table of contents, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, which includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Basis for Adverse Opinion on the Governmental Activities***

As discussed in Note I.B.3. to the financial statements, management has not recorded the capital assets in governmental activities, and accordingly, has not recorded depreciation expense on those assets. Accounting principles generally accepted in the United States of America require that the capital assets be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities is not reasonably determinable.

Also, as discussed in Note I.B.3., management has not determined its liability or annual cost for postemployment benefits other than pensions (OPEB) in governmental activities. Accounting principles generally accepted in the United States of America require that management recognize OPEB expense for the required contributions and a liability for unpaid contributions, which would increase the liabilities, decrease net position, and increase expenses of the governmental activities. The amount by which this departure would affect the liabilities, net position and expenses of the governmental activities is also not reasonably determinable.

47 Hall Street • Concord, NH 03301  
603-856-8005 • 603-856-8431 (fax)  
[info@roberts-greene.com](mailto:info@roberts-greene.com)

**Adverse Opinion**

In our opinion, because of the effects of the matters discussed in the preceding two paragraphs, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the governmental activities of the Town of Lisbon as of December 31, 2017, and the changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

**Unmodified Opinions**

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information of the Town of Lisbon as of December 31, 2017, and the respective changes in financial position thereof, and the budgetary comparison of the General Fund, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

**Other Matters**

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the pension related information on pages 26 – 28 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The Town of Lisbon has not presented a management's discussion and analysis. Accounting principles generally accepted in the United States of America have determined that the management's discussion and analysis is necessary to supplement, but is not required to be part of, the basic financial statements.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Lisbon's basic financial statements as a whole. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. They are the responsibility of management and were derived from, and relate directly to, the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements, and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements, or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects, in relation to the basic financial statements taken as a whole.

November 30, 2018

*Robert & Greene, PLLC*

### **Town Specific Annual Report 2018 - Lisbon**

North Country Home Health & Hospice Agency provides quality services that include home health, hospice, nursing, rehabilitation, social services, homemaking and long-term care in 48 towns, covering all of Coos County and northern Grafton County. **In 2018, for the Town of Lisbon, we provided 1,895 visits with services to 58 clients (10 of which were Hospice and the remaining were Home Health and Long-Term Care clients).** We are committed to our community in that we provide community health clinics and screenings such as blood pressure checks and foot care clinics, health education programs, and a bereavement support group.

Hospice Care focuses on quality of life and provides support to the patient and their caregivers in achieving their goals and wishes. Our compassionate team, made up of physicians, nurses, social workers, home health aides, spiritual counselors, therapists and volunteers, work with the patient to achieve their goal. Services provided to the patient and their caregivers include: management of pain and symptoms, assisting patients with the emotional, spiritual and psychosocial aspects of dying, and provides needed medications, medical equipment and medical supplies. Also included is family/caregiver education on the provision of care and short-term inpatient treatment for management of symptoms that cannot be managed in the home environment or is needed for caregiver respite. Bereavement counseling for surviving family members and friends is also provided. An individual electing hospice care is not giving up on living, rather, making the decision to focus on quality of life. Hospice care provides a high level of quality medical care with a different focus from the traditional medical model.

Home Health Care is critical to serving the growing health care needs of this community. Our skilled clinical team can monitor health problems and provide disease management within the comfort of the home setting, which helps prevent more costly health care such as hospitalization and long term institutional care.

North Country Home Health & Hospice Agency and our Board of Directors are extremely grateful to the Town of Lisbon for its support of our agency. This allows us to fulfill our mission to provide services to all individuals regardless of their ability to pay. North Country Home Health & Hospice Agency is committed to providing services in Lisbon to support clients and their families to remain in the comfort of their homes, in a safe and supportive environment, and to improve overall health outcomes in the community.



The mission of UNH Cooperative Extension is to strengthen people and communities in New Hampshire by providing trusted knowledge, practical education and cooperative solutions. We work in four broad topic areas; Youth and Family Development, Community and Economic Development, Natural Resources, and Food and Agriculture.

A few highlights of our impacts are:

- Heather Bryant conducted 57 farm visits and is working on two on-farm research/demonstration projects in cooperation with the Grafton County Farm.
- Mary Choate taught 7 ServSafe® classes to 70 restaurant staff, 5 S.A.F.E. classes to 128 school and food pantry/community meals staff, and created and taught 4 home food safety classes.
- Lisa Ford brought nutrition education and food security lessons to more than 350 participants throughout Grafton County.
- Jim Frohn conducted 43 woodlot visits covering 6400 acres, and referred 26 landowners to consulting foresters. He led or assisted with 24 workshops, events, and meetings.
- With help from Lisa Knapton and predecessor Janene Robie, over 25 Grafton County Master Gardeners continued to educate community members with science based gardening guidance.
- Under the guidance of Donna Lee, 88 screened 4-H leaders worked with 235 youth (ages 5 to 18) on projects which enhanced their personal development and increased their life-skills.
- Michal Lunak completed work on a Tillotson Charitable Foundation grant to examine the feasibility for farmers to raise dairy beef using shelled corn as a main feed instead of forages.
- Geoffrey Sewake led a pilot program called Downtowns & Trails, which uses trails as an asset for community and economic development.

Respectfully submitted: Heather Bryant, County Office Administrator

As the Regional Planning Commission serving 50 municipalities and 25 Unincorporated Places of Northern New Hampshire, North Country Council continues to move forward as a proactive resource for our communities, partners and the region, providing professional economic development, community, regional, transportation and solid waste planning services to serve your needs. Here are some of the highlights from the past year:

- Continue to play a key role in the administration and compliance of federal regulations for funding received for infrastructure improvements at the former Wausau paper mill site in Groveton.
- Administrator for the Pemi Baker Solid Waste District.
- Provided technical assistance and staff support to the Town of Littleton Parking Commission for a study and plan for management of parking in downtown Littleton.
- Provided grant writing and technical assistance to assist communities, highlight of this work is the awarded \$500,000 CDBG to retain and create 27 jobs at the Friendship House in Bethlehem and a feasibility study for to identify the need for expanded care in the Cottage Hospital service are through Grafton County.
- Administered and provided technical assistance to communities and organization seeking Northern Border Regional Commission (NBRC) grants within the region.
- Coordinated household hazardous waste collection events serving 19 towns in the region.
- Assisted NH Fish & Game, White Mountain Community College, and the Androscoggin Watershed Council with assessments of stream crossings in the Androscoggin River Watershed, as well as outreach to municipalities to help them use them information gathered to prioritize and plan culvert improvement and replacement projects.
- Completed 199 traffic counts (160 for NHDOT and 39 locally-requested counts) throughout the region to provide consistent and reliable data for use when planning infrastructure improvements.
- Facilitated the efforts of the North Country Scenic Byways Council to steward, improve, and promote the North Country's system of scenic byways." Make the second sentence a new bullet, change to "Performed pavement condition assessments of local roads for the Towns of Groton and Wentworth to assist with planning and budgeting for roadway maintenance.
- Assisted communities in the region with the development and submittal of proposals for roadway and bicycle and pedestrian safety and improvement projects to be considered for funding through the Statewide Ten Year Transportation Plan, the Transportation Alternatives Program, and the Federal Lands Access Program.
- Assisted the Town of Littleton with development of Bicycle and Pedestrian Infrastructure Improvement Plan.
- Provide technical mapping services to various communities in the region, including assistance to the Bath Conservation Commission for an Aquatic Resource Mitigation (ARM) Fund grant application and to the Town of Bethlehem for a map of public parking areas.
- Provided member municipalities with guidance on records storage, prime wetlands designation, private development on federal land, bonding, interpretation of local regulations, and to several communities with the process for cell tower review, master plan updates and capital improvement programing. Dues provided match funding to enable some additional hands-on assistance with updates to local land use regulations, zoning amendments, downtown revitalization, and MTAG and hazard mitigation grant applications.
- Facilitated bulk purchase by communities of the NH Planning and Land Use Regulation books.
- In economic development we continue our strong relationship with the Department of Commerce and the Economic Development Administration (EDA) in bringing funding and project development to the region. This year's highlight of our work with EDA include continuous work with the Comprehensive Economic Development Strategy Committee meeting on a bi-monthly basis to complete the five year update by December of 2018. This effort in 2019 will take a deeper dive into the regions communities the Council will host regional roundtables

161 Main Street Littleton, NH 03561 – 603-444-6303 – [www.nccouncil.org](http://www.nccouncil.org)

focused on better understanding the needs and unique assets of the regions communities. Through this funding North Country Council Staff is able to provide various types of technical assistance and project development support around the region.

All of us here at North Country Council look forward to serving your community. The Council is your organization. We are dedicated to both supporting our individual members and promoting our region's success. We look forward to working with you in the months ahead.

Respectfully submitted,

Michelle Moren-Grey  
Co-Executive Director & CEO

Kathleen Frenette  
Co-Executive Director & COO



# State of New Hampshire

HOUSE OF REPRESENTATIVES

CONCORD

November 2, 2018

To My Constituents:

By the time you read this letter in your annual report I will no longer be your state representative in the Grafton 14 District. I chose not to run for a fourth term. As I promised when I ran for office my priorities included a pro-jobs focus, keeping spending in check, protecting our property rights, and making sure we take care of those in need.

During my three terms I voted for, and the legislature passed, budgets that increased funding for drug abuse services, Meals on Wheels for the elderly, and extended healthcare to low-income families. All this was done without creating a new sales or income tax.

I voted to decrease business taxes which would allow many of our North Country businesses to invest more in their operations and hire additional employees. The result has been a tremendous increase in business tax revenue above projections and an unemployment rate that has continued to drop.

I spearheaded the successful effort to defeat legislation which would have taken away free skiing for the elderly at Cannon Mountain State Park in Franconia, publically supported efforts to stop the proposed Northern Pass while voting to strengthen private property rights, worked with the selectmen in Lyman and the NH Department of Transportation to get 10 miles of road repaved in Lyman and Lisbon, championed keeping our biomass plant open in Bethlehem, and successfully sponsored legislation renaming the I-93 exit 44 rest area after former Executive Councilor Raymond S Burton.

Last session I devoted most of my time to bills introduced which could have had a devastating impact on many of our North Country towns. Legislation was proposed which would have changed the formula used to determine how much utilities would pay in local property taxes. The result could have increased taxes by thousands of dollars for many and driven people on fixed incomes out of their homes. Working with members across the aisle we were able to defeat these bills.

Finally, I wish to express my sincerest thanks to you, the voters. You have given me a tremendous honor to serve you over the past six years, and I will be forever grateful. I never lost that sense of awe each time I would walk up the steps of our historic State House to represent you.

Sincerely,

A handwritten signature in cursive script that reads "Brad Bailey".

Rep. Brad Bailey  
NH House of Representatives  
Grafton 14

Bethlehem, Franconia, Lisbon, Littleton, Lyman, Monroe, Sugar Hill

**BIRTHS REGISTERED  
IN THE TOWN OF LISBON  
For the Year Ending December 31, 2018**

<b>Date &amp; Place Of Birth</b>	<b>Name of Child</b>	<b>Name of Father &amp; Name of Mother</b>
March 9, 2018 Littleton, NH	Perry, Mileena Vona	Perry III, Warren Perry, Melanie
March 19, 2018 Littleton, NH	Davis, Cody Robert	Hopkins, Gerik Davis, Jennifer
May 3, 2018 Littleton, NH	Jacob, Samuel Gerard	Jacob, Nicholas Jacob, Amanda
June 21, 2018 Littleton, NH	Prentice, Meadow Ann	Prentice, Troy Prentice, Moriah
July 31, 2018 Lisbon, NH	McKeen, Korianne Davida	McKeen, Kevin McKeen, Emily
August 8, 2018 Littleton, NH	Dow, Claire Elise	Dow, Tyler Beckett, Corin
August 19, 2018 Littleton, NH	Greenlaw, Gabriel Jacob	Greenlaw, Eli Otto, Leilani
September 13, 2018 Littleton, NH	Locke, Wyatt Joseph	Locke, Samuel Locke, Darlene
November 15, 2018 Littleton, NH	Sullivan, Tenley Mae	Sullivan, Derek Sullivan, Kristyna

**MARRIAGES REGISTERED  
IN THE TOWN OF LISBON  
For the Year Ending December 31, 2018**

<b>Date of Marriage</b>	<b>Place of Marriage</b>	<b>Person A Person B</b>	<b>Residence at Time of Marriage</b>
May 26, 2018	Littleton	Hussey James W Morris, Crystal T	Lisbon, NH Lisbon, NH
June 30, 2018	Landaff	McGuire, Reilly Kennedy, Ashley	Landaff, NH Lisbon, NH
July 28, 2018	Lisbon	Larrivee, Amanda T Nunn, Kevin A	Lisbon, NH Lisbon, NH
August 11, 2018	Littleton	McLaughlin, Kammi J Rochon, Scotty A	Lisbon, NH Lisbon, NH
August 18, 2018	Lisbon	Cranston, Noeline B Alberts, Michael j	Haverhill, MA Lisbon, NH

**RESIDENT DEATH REPORT**  
**TOWN OF LISBON, NH**  
**For the Year Ending December 31, 2018**

<b>Date &amp; Place Of Death</b>	<b>Name &amp; Surname Of Deceased</b>	<b>Name &amp; Surname of Father</b>	<b>Maiden Name of Mother</b>
January 27, 2018 Lisbon, NH	Colby, Stephen	Colby, Stanley	Buckley, Dorothy
February 5, 2018 Lisbon, NH	Besaw, Ronald	Besaw, Delos	Stannard, Ruby
March 15, 2018 Lisbon, NH	Lucas, Willard	Lucas, Emery	Goodell, Maude
March 30, 2018 North Haverhill, NH	Guilmette, Joan	Lynch, Thomas	Ingerson, Elizabeth
April 13, 2018 Lisbon, NH	Doyle, Janet	McVie, Robert	Fisher, Elanor
April 23, 2018 Littleton, NH	Hale, Donna	Charlette, Roger	Bell, Ruth
May 12, 2018 Lisbon, NH	Cochrane, Claire	Payne, Kenneth	Lafontaine, Doris
May 16, 2018 Franconia, NH	Emerson, Robert	Emerson, Sullivan	Gates, Jessie
May 20, 2018 North Haverhill, NH	Andross, Agnes	Harrigan, Edward	Quimby, Gertrude
May 21, 2018 North Haverhill, NH	Callender, Wilbur	Callender, Robert	Wells Ada
June 19, 2018 Lebanon, NH	Emerson, Constance	Lecour, Edward	Burgess, Agnes
July 25, 2018 Lisbon, NH	Gagnon Jr, David	Gagnon Sr, David	Nicholaides, Kim
August 2, 2018 Lebanon, NH	Cummings, Cheryle	Laleme, Lawrence	Elliott, Sandra
August 7, 2018 Littleton, NH	Carpenter, William	Carpenter, William	Snyder, Elva
August 20, 2018 Littleton, NH	Guilmette, Laurie	Guilmette, Lawrence	Lynch, Joan
September 23, 2018 Woodsville, NH	Ingerson Jr. Robert	Ingerson Sr Robert	Ingerson, Dorothy
October 16, 2018 Lisbon, NH	Leonard III, Arthur	Leonard Jr., Arthur	Allen, Janet
October 17, 2018 Franconia, NH	Taylor, Charlotte-Ann	Dumas, Henry	Houle, Mary
December 10, 2018 Lisbon, NH	Nyberg Jr., Leonard	Nyberg Sr., Leonard	Bennett, Mildred
December 31, 2018	Smith, Orison	Smith, Burl	Ingerson, Florence



