

Colebrook Select Board
Selectmen Meeting Minutes
February 26, 2024

Selectboard Members: Sue Collins, Greg Placy, and Ray Gorman

Staff: Tim Stevens, Town Manager & Heidi Lawton

Roll Call & Pledge of Allegiance

Hearing of the Public: None

Regular Agenda:

- A. Review and approval of Minutes of 2/12/2024.
-Sue made a motion to approve the minutes of 2/12/24, Ray seconded the motion.
Motion passed on voice vote.

- B. Review and Sign Payroll and Disbursement Manifests: The Selectmen reviewed completed payrolls and disbursement manifests.

- C. Town Manager's Report:
 - Tim reviewed the schedule for the repairs to be done on the Harvey Swell Bridge. It does not go out for bidding until September. It looks like Town and NH DOT approval will be in October sometime.

 - Tim advised the board that he sent a letter to Senator Carrie Gendreau asking if she can do anything about taking care of the water well loan for the Town of Colebrook. The Town is paying for something that failed just a few weeks later. Sue advised; it is the users paying for it.

 - Tim discussed the CO-OP Agreement with the board and advised them that the agreement just needs one more signature on it to be complete.

 - Tim advised that the town hired Jackie Thayer to be the new EMD/Health Officer. She was interested in both positions, so the town gave her both. Greg will talk to Dr. Moran about being the Deputy Health Officer.

 - Tim advised the board that he talked to DRA and the six-million-dollar sale in the Town of Colebrook will not affect the Equalization Ratio.

-Tim submitted two reimbursements on behalf of the town. One for the boiler in the amount of \$2,000.00 to \$3,000.00 to Eversource and the other for the Solar Array in the amount of \$6,000.00. Tim also advised the board that we are no longer receiving a bill for electricity at the Highway Garage, due to the Solar Array.

-Tim received an email from David Buckley, a possible accessor, and he is still working with DRA on getting certified by the State of NH for accessing. Erica Canales told Ray that she thinks Jason Call out of Jefferson is looking for work. Heidi thought we had already believed that we sent him a letter for a proposal.

-Tim advised the board that the Police Department hired a Part-Time Prosecutor Assistant, Skylar Lindor.

-The Rt. 145 MOA is complete, and Tim sent it to Josh Bouchard for review, Josh said everything looked good. Tim gave the Selectmen a copy of the MOA to review, and he is asking the board for a motion pending approval by all the board members, on this MOA that Tim has the authority to sign it. Sue made a motion to approve the Highway Maintenance Agreement between the Town of Colebrook and NH DOT as long as it meets the approval of the Chairman of the Board and allow the Town Manager to sign any documents for this, Ray seconded the motion, motion approved.

New Business:

- A. Mike Ouellet Legislative Update: Mike came in to give the board a legislative update on Carbon Credits.
- B. Senate Bill 553: Sue discussed Senate Bill 553 being backed by the NH Banker's Association to make the NH PDIP (Public Deposit Investment Pool) accounts subject to very strict standards that will significantly reduce interest rates. Sue went on to tell the board and Mike Ouellet this would be very bad for the town. Mike Ouellet will get to work on this.
- C. Letter of Support for Dispatch: Ray wanted to let the board know that he emailed Mike Ouellet for a letter of support for Northern Borders Dispatch. Sue and Greg reviewed the letter and advised Ray that the letter is too long and that there should be short-bulleted points, and there were no money figures in the letter, that needs to be added. Sue will see Becky Robinson on the way out.
- D. Boston Post Cane: Letters were sent in nominating Lillian Hicks. We received a letter from her granddaughter and her daughter. She is 98 years old. Sue made a motion to award the Boston Post Cane to Lillian Hicks, Ray seconded the motion, motion approved.
- E. Tim submitted a letter to the 2025 Community Project Funding from Representative Annie Kuster's office. The project amount was two million dollars. Sue suggested sending Stephanie Weiner a copy of the project we submitted as well, as she works for Annie Kuster's office.

Old Business:

- A. The Colby Street Pumping Station Project is complete. The portable pump has been removed and everything is complete. The board would like to make sure that the pump is stored inside the garage, even if a truck needs to be left outside.
- B. Edwards Street Pumping Station: Ray would like to know what is going on with this station. Greg said the pump is working too hard, but once we take everything off of Corliss Lane, it will be a major reduction on the wear and tear of that pumping station.

Tabled/Pending Items:

- A. Working on Ordinances.

For Approval and Signature:

- A. Health Officer Nomination Form: (Selectmen Signed)
- B. Intent to Cut: Chris & Joyce Brady (Selectmen Signed)

Non-Public Session Under RSA: 91-A:3, II (c):

Sue made a motion to go into Non-Public Session under RSA: 91-A: 3 II (c).

- Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application of assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

Ray seconded the motion.

Motion to enter non-public session was approved by a roll call vote:

Sue Collins YES

Ray Gorman YES

Greg Placy YES

The board entered the non-public session at 2:45pm. Tim Stevens was present with the board during the non-public session.

Sue made a motion to exit non-public session at 2:53pm, Ray seconded the motion. The motion to exit non-public session was approved by a roll call vote:

Sue Collins YES

Ray Gorman YES

Greg Placy YES

Sue made a motion to seal the non-public minutes of 2/26/24, Ray seconded the motion to seal the non-public minutes of 2/26/24. The motion to seal the minutes of 2/26/24 was approved by a roll call vote.

Sue Collins YES
Ray Gorman YES
Greg Placy YES

At 2:54pm the board returned to public session.

Hearing of the Public and Any Other Business:

-Melanie brought in the unpaid taxes report for the Selectmen to go over. She advised the board that SD is going to fill out the Homeowner's Grant and AP came in today and put \$500.00 down on her oldest bill; Melanie advised her of the program as well. Greg asked where we were at with LS, Melanie advised that all \$19,000.00 has been paid by the Homeowner's Grant. The Selectmen asked about JM, Melanie explained that she started working with him, but he needed a social security card and was waiting for that to come in the mail. Ray asked about PN and Melanie explained that he comes in every week and pays \$200.00. He will not fill out the Homeowner's Application as his accountant advised him not to, because he has already received Covid money.

-Ray asked about Ducharme and his property taxes. The board discussed more people on the unpaid taxes list that owe the town money.

-Tim and Dottie are going to sit down with the Water & Sewer list and look at who owes a lot of money and who is on the payment plan list. They will then send letters out to all of those people that have not paid any money and are at risk of having their water shut off.

-Discussion ensued on what will happen to the building if the Brewery sells. They discussed the Spec Building and how grant money paid for the land.

-The board discussed a letter that was to be sent to CEDC regarding them overpaying on their 2023 taxes. The letter states that they will be getting an abatement of \$1,328.70.

Greg left the meeting at 3:00pm.

-Sue asked if we had received the deed for Canaan School property across the street. Tim said he had not heard anything back yet. Ray believes that it should be done by now. Sue said that she checked with Mike Ouellet and the ZBA approved it, so it is time for the deed. Tim asked about the paperwork that Attorney Frizzell needs, and Sue said that has been filed at the Registry.

-Sue had some questions for Melanie: Did DES send any money to the Mascoma Account for CMA Invoices three, four, and five. Sue asked Melanie about the ARPA money for the County through Michelle Morin-Gray. Melanie explained that Michelle wanted the Town of Colebrook's Procurement Policy. Melanie will send that to her. Sue asked Melanie is she received any Stonegarden money yet. Melanie said no. Sue asked what is the plan now for closing registers

every month. Melanie explained that she and Maggie are working on a way to do this. Sue also asked about the Town Report, Melanie said she is still working on it.

-Discussion ensued about what Tim has been doing to prepare for the Eclipse. He explained that he has gotten permission from the State to use the Rest Area for parking all buses. There will be volunteers there to make sure that only busses park there. Ray asked about traffic control by using lights. Tim said that is not going to happen now for a couple of different reasons. Sue asked about parking attendants. Tim said if we get enough personnel, there will be attendants at each site. Tim has contacted food truck vendors and most of them are not going to reopen their food trucks for a one-day event.

Determine Date for Next Meeting: March 11, 2024, at 1:00pm

Adjourned: Sue made a motion to adjourn the meeting, Ray seconded the motion, motion passed to adjourn meeting. The meeting was adjourned at 3:15pm.

Respectfully submitted,

Heidi Lawton

Heidi Lawton, Administrative Assistant, Town of Colebrook