

Colebrook Select Board
Selectmen Meeting Minutes
June 24, 2024

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

Staff: Tim Stevens and Heidi Lawton

Roll Call & Pledge of Allegiance

Hearing of the Public:

A. None

Regular Agenda:

- A. Review and approval of Minutes of 6/10/24. Sue made a motion to approve the minutes of 6/10/24, Ray seconded. Motion passed. Ray would like a copy of the minutes emailed to him.

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

- C. Town Manager's Report

-Solar Array for Town Office: Tim has talked to Dave Belanger, and he is ready to do the construction for the solar array on the roof of the town office. Tim also explained that the grant is now out to help with paying for the solar array. Tim is looking to the Selectmen to get a go ahead for applying for the grant. Tim is not sure if the grant is 80% or 90%. Tim will be getting together with Melissa Elander, she is on vacation this week.

Sue made a motion to authorize the Town Manager, Tim Stevens, to file the grant paperwork for the solar array for the roof of the Town Office, Ray seconded, all approved, motion passed.

-Test Wells: The group is here to start the drilling for the test wells. They will be starting over by Lynch, testing that well and then they will be behind the motel, testing that well.

-Kearsarge: Kearsarge had a couple of questions on Attorney Frizzell's letter with changes. Kearsarge changed the 36-month timeframe to 12 months. Tim explained it is not a year from the agreement being signed, it is a year from the time they get authorization from Eversource. Sue asked Tim, "did anyone check the parcel numbers to make sure they are the correct ones?" Tim will do this. Sue explained that the town would get \$19,000.00 a year in lease money. For the payment in lieu of tax it would be \$2,000.00 per megawatt DC power. This is a 25-year agreement. Sue asked, "does this

interfere with the agreement the town signed for Freedom Energy? Tim said, “no.” Tim called Freedom Energy and they said no. Sue made a motion to authorize the Town Manager, Tim Stevens, to file the grant paperwork for the solar array for the roof of the Town Office, Ray seconded, all approved, motion passed.

Sue made a motion to authorize the Town Manager, Tim Stevens to sign the Letter of Intent to enter into a lease agreement between the Town of Colebrook and Kearsarge Energy, conditioned upon the three-parcel id’s being verified, Ray seconded the motion, all approved, motion passed.

New Business:

- A. Tori’s Place has submitted paperwork to the state to have a beer and wine license. Tori reached out to Tim to see if the Selectmen were okay with this. There is a form letter that Tim needs to do for this. Sue made a motion to support a beer and wine license for Tori’s place on Main Street, Ray seconded the motion, all approved, motion passed.
- B. Old Highway Trucks: Tim asked the board what they would like to do with the old highway trucks. One of the trucks went to the Landfill for David Brooks after his was sold. Tim wanted to know if we wanted to put trucks out to bid, advertise, or go by sealed bid? The board would like Tim to do what the Town did for the PD cruiser, which was an advertisement saying, “sold as is.” Tim will check with the Chief also. Sue wanted to make sure in the ad that the board has the right to refuse bids.

Old Business:

- A. None

Tabled/Pending Items:

- A. Working on Ordinances.

For Approval and Signature:

- A. Dog License Warrant: signed by the Selectmen
- B. ATV Permit: not signed, need more information.
- C. Affinity Lighting for Non-Main Street lighting: Sue said the board agreed in the last meeting to go ahead with the Affinity Lighting proposal for Non-Main Street lighting and that we were going to need a budget transfer, she handed out the formal budget transfer that she typed up. It needs to be signed and then posted. The board signed the budget transfer. Sue asked Tim if he informed TJ not to get any prices for sidewalk paving because the money is gone? Tim said not yet, but he will be talking to him soon. Sue asked Tim if she could get a copy of the agreement with the new law firm out of Meredith.

Discussion ensued regarding Affinity and their Engineers and who was paying for what.

Tim and Ray discussed the New Hampshire Electric Co-op and where they were putting their fiber. They will be going from Colby Street up Main Street and out Route 26.

Hearing of the Public and Any Other Business:

Sue: The Budget Transfer that was just signed by the board needs to go to Melanie & Maggie and needs to be done now. Sue said TJ needs to be informed so he doesn't try to use sidewalk paving money.

Sue: Talked about the two health & dental expense accounts that are messed up. The Town Clerk is way over, and the Tax Collector is way under. Sue wanted to know if that had been fixed. Heidi said no it had not. Tim said it has been identified as a coding problem.

Sue asked if the Border Security budget issue had been fixed. Melanie moved money from the Police Budget into that one-line item that existed, but that was supposed to be expanded into salaries, retirement, social security, and Medicare, is that done? Heidi said she didn't know. Sue asked if April and May had been reconciled. Heidi thought yes but was not positive. Heidi went to get Melanie. Melanie entered the meeting. Sue asked Melanie about the payments for dispatch. Melanie said she needed to talk to Bruce Perlo at BMSI because she has posted some payments, and they aren't showing. Sue said, not only that, but when Dottie does the bill, it gets posted to receivables and comes over as revenue. Usually, the whole revenue for the whole year is posted right after the Town Meeting. It's not there. Melanie will call Bruce Perlo because it is in Miscellaneous, and the registers are closed. Sue asked, so where did the money go? Melanie will go in and look at this. Melanie will ask Dottie to pull the register she posted it on. Sue said, how do we know that it is not going on another account? It is a Warrant Article. We are supposed to be getting \$214,212.00 coming from participating towns and another \$1600.00 from participating towns, and another \$18,400.00 from participating towns. That total should be shown as revenue, not just \$3,000.00.

Sue: discussed with Melanie the health & dental insurance issue. Sue explained it is a coding issue. Melanie explained that she has not had time to work on anything because the Auditors were here. Discussion ensued. Melanie needs to do this with Maggie.

Sue: asked Melanie about Stonegarden. Melanie explained that she has sent in for reimbursement for last quarter but needs to submit for this quarter.

Sue: asked about what she thought was revenue from the sale of a town property, but it is really Cemetery Lots. Sue wanted to know why cemetery money was coming to the town and not going to the Cemetery Trustees for lots. Melanie believed Rosey dropped off a check for this.

Sue: The Solar Eclipse money was posted as revenue from sales to Fund 09, and she had told Melanie we did not get a grant and that nothing should go to Fund 09, Melanie told Sue that she had taken it out, but the printout Sue got on June 10th, still shows it there.

Sue: I received a printout for an explanation from the last meeting and I have no idea what it is about? Melanie said that is a printout showing what was paid to the Stonegarden grant. Melanie said the money is from 2024 because she submitted the other day for January to March.

Sue: Asked Melanie which months have been closed and reconciled. Melanie thought up to March/April. Melanie explained she needed Maggie's help, and that Maggie was on vacation. Sue expressed how discouraged the board is with the state of the financial reports.

Sue: Asked Heidi about CMA bills and why they were not paid. Heidi said that she only gets the bills from Melanie or Sue when they forward them to me. Heidi will look into it and make sure they get paid.

Sue: Asked Tim about an update on the house at 39 Edwards Street. Susan Wiggin applied to the Planning Board, when it is done, Tim will talk to her more about the situation.

Sue: Mentioned to the board that there are a lot of new current use laws. Dottie needs to learn them. DRA may be giving training on these. Heidi will also take the training. Greg mentioned that there are new federal regulations about wages and overtime. Heidi will check into this and make sure that Melanie reviews them.

Heidi: Setting up a Health Insurance presentation for one of the upcoming Selectmen's Meeting.

Greg: Has the new Department of Labor overtime eligibility rule for Non-Profits. He will forward that to Sue. Discussion ensued.

Ray: Received a phone call about someone clearing land along the Mohawk River on Route 26 on property near the veterinarian's office. There were at least 5 campers down there on Memorial Day. Someone at NH DES needs to be notified. It looks like a well and sewer system have been drilled. It appears that the owner of the property may be creating a campground.

Ray: Worried about the water run off on Aldrich Road.

Greg: There is a new road going off Reed Road across from Greg's house. Greg has seen Rodrigue working up there. He believes it is Map & Lot 226-11.

Ray: would like the property across from Scott Nash's looked at. There was supposed to be a cease and desist served there.

Determine Date for Next Meeting: July 8, 2024, at 5:00pm

Adjourned: Sue made a motion to adjourn, Ray seconded the motion, motion passed to adjourn meeting. The meeting was adjourned at 2:35pm.

Respectfully submitted,

Heidi Lawton

Heidi Lawton, Administrative Assistant, Town of Colebrook