

**Colebrook Select Board**  
**Selectmen Meeting Minutes**  
**May 12, 2025**

Selectboard Members: Greg Placy and Sue Collins

Staff: Tim Stevens, Heidi Lawton, and Jacqui Thayer

Others: Alicia Boire, Les Otten, Ed Brisson, Hannah Campbell and Jamie Emery via ZOOM.

Motion to approve the TAN: Tim advised the board that this is a revolving account, which means we only get charged interest while we draw funds down on a \$500,000.00 loan, if we take out \$100,000.00 for five days we pay 5.85% interest. As the loan gets repaid, it no longer accrues any interest, and it is still available as we need it. Sue asked how much the interest rate was. Tim said 5.85%. Sue made a motion to authorize the Treasurer to borrow in anticipation of taxes up to \$500,000.00 at an interest rate of 5.85%, Greg seconded the motion, motion approved.

**Hearing of the Public:** Les Otten said the State of NH has set aside funds to rebuild Golf Links Road. He has talked to the town and the County about the style and size of the road rebuild years ago and in order for the state to effectuate the construction, not only do they need him to show that he could start construction, but they need to know that the County and the town would take back their portions of the road. Les said, “we would agree, and want to agree, which is the purpose of this, to take responsibility from the town, to promise or certify that we will not hold the town responsible for maintenance of the road. If at some point in time the town would like to formally discontinue it, we have no objection to taking it, but that is not a necessary part of this process.” Sue asked, so what kind of legal paperwork needs to be signed? Les said, “we will give you something that we do not have with us today.” Ed said, “there are two aspects to that, we can draft the letter that you would send to NH DOT, the legislation requires an agreement, NH DOT says, just get us a letter, and so we can draft that for you and then with that, we will also draft an agreement which essentially says we assume responsibility for maintenance over the long term. It would be a little bit different than back in 2016, in that the legislation actually required both the town and County to say we now will assume responsibility for it, which back then they didn’t require it. Ed continued that they can draft both of those and get them to the town shortly. Greg said, they will follow through with the process. Les said, “we should be getting you those documents within the next week to ten days.” Ed said, “we can get those documents to you and come to the next meeting to answer any questions or concerns you may have at that point.” Tim said, “the second meeting of the month will be Tuesday, May 27<sup>th</sup> at 5:00pm. Les, Ed, and Hannah left the meeting at 1:11pm.

Test Wells: Jamie Emery

Ray Gorman called Jamie Emery last week to talk with him about how the project was progressing and the next steps. Jamie showed the board a diagram of the wells online. Jamie wants to go over everything and talk about the next steps. Jamie talked about the Northern Site first, he talked about the five properties adjacent to this site. The Hodge property 4.5 acres, Nadig property 2.86 acres, Lemieux property 0.13 acres, Chase property 1.7 acres, and North Country Community Recreation Center. Jamie showed a slide presentation of the monitoring wells. Jamie said what they saw was production of about 300 gallons per minute, but that may be reduced to 250 gallons per minute. The Mohawk River has no impact on the wells. There is clay that protects the water well from the lagoons. Greg asked if the screen is below the clay? Jamie said the screen is well below the clay. Jamie says there was no impact on existing well #4 when they were doing the pumping test for new wells. Every time you turn well #4 on you impact well #3. APP has a lot of PFAS there in the groundwater. Tests show iron is very low, manganese does not detect, arsenic does not detect, it is a mildly hard well, hardness is around 120-130, sulfate is low, nitrates is low, good news is they tested for PFAS and found nothing for PFAS, no bacteria, no e-coli, and no total coliform. Jamie also said they do a microparticulate now to determine the influence of surface water on the well because it is in close proximity to that well and the risk rating was low.

Well by Northern Comfort: Jamie talked about the southern site which has two property owners, Robert Allen and Tim Stevens. The State of NH is agreeable with not testing both wells, but they don't want the town putting all their eggs in one basket.

As for the northernmost site, we are not talking about a lot of land here; with Hodge it is only 4.5 acres. Mr. Hodge can hay it, but he cannot spread fertilizer out there. Jamie said they are going to have to get formal agreements on all the properties out there. We jumped ahead and did not put the production well out there. We need to submit this report to get the permits and easements in place. The state still does not like the lagoon, but they gave us the permit to do the preliminary testing. If we don't test the well down to the south, Jamie would strongly recommend, "because you have favorable landowners right now, with Tim and Allen, lock that up in some kind of easement that you could use in the future, because if we have to go somewhere else, in my view that is the best place, if we take the second best because of cost, it is fair enough, you should somehow try to bring that into the fold in the future, in my professional opinion." Sue said, "well you say because of cost, but we don't even know what the two different costs are, we don't know what spread we are talking about, we think we are talking two million, are we?" Jamie said, "yeah so that would be in there, that would be CMA's, Tim do you recall what that was." Tim, "yeah, the numbers that we had were three million and some change for the southern well and one million and some change for the northern well. It was about a two-million-dollar difference." Jamie said now by not doing the pumping test, it would be about eighty thousand dollars and if you had a grant, it is about forty thousand for each. That money can go towards building a production well. Jamie said he believes the Groundwater Trust Fund has to kick in more money. One of the things that he believes the town needs to put into the game plan is to re-approach the Groundwater Trust Fund because the state is partially responsible for the failure of the wells north of town on Route 3. They permitted that source. Jamie believes the Groundwater Trust Fund was put in

there to help the aggrieved and to help those that have been impaired. It was originally set up for those towns whose wells had been contaminated with MTBE and that the state was going to be able to use those funds to replace wells that had to be replaced, but then they expanded that in the settlement, and the settlement was to support it is called a ground water trust fund because it is a ground water project. Jamie said if the town ends up permitting a second site later, the cost will be more. Jamie thinks the town will save about eighty thousand dollars, about forty of it is grant money and forty of it is town money. Jamie says the town needs to start the process with the waivers, and that he can send the town up example language of one he is doing with Farmington right now, that has the waiver agreement for the land and throw that out to the landowners there and see if there are any problems and we will postpone the test on the other well until the end of summer and see if these folks are all willing to participate in this waiver payment. If this waiver falls apart, then we have to go south. Sue said, if we could get the state to forgive the rest of that loan that we have on those abandoned wells, that is \$60,000.00 a year we are paying for twenty years, for nothing. Jamie said, "I agree." Jamie asked the board, "would you be willing to go down to the state with me, if I set something up?" Sue, Greg, and Tim said yes. Jamie asked the board, "can we put this on hold then and get the waiver agreements signed by the landowners?" The Board said yes. There was discussion on the property owners and what they would do. Jamie asked who the town attorney was. Tim gave him Attorney Chris Boldt's information. Discussion ensued

Jacqui Thayer: Didn't know why she was there, Dottie just told her to be at the Selectmen's Meeting. Dottie just sent out the invitation to her, no specific reason.

#### **Regular Agenda:**

- A. Review and approval of Minutes of 4/28/25. Sue made a motion to accept the minutes of 4/28/2025, Greg seconded, motion passed
- B. Review and Sign Payroll and Disbursement Manifests: The Selectmen reviewed completed payrolls and disbursement manifests and signed them.
- C. Town Manager's Report:
  - Reservoir Road: Richard Hicks Jr. talked to Greg the other day because Tim was not in the office, he showed Greg on the map where the property was that he would like to purchase. He tried to purchase the property back when Becky Merrow was Town Manager. Everything was fine except the Planning Board, John Jolles said no. The Planning Board said no because they were concerned the town was going to need it for the water storage tank. Mr. Hicks would like to purchase it to continue the 50ft right-of-way that is already there, he feels there might be a reason for bigger equipment, so he had gone up to a 75ft. Mr. Hicks would give the town the right-of-way and any documents he writes up would say "if the Town of Colebrook needed this property back, that the town could purchase it back as well." Tim got in touch with NH DES and asked if there was any buffer zone, they said no, but they like to see 75ft, but it is not a requirement. The town's

property is Map 112, Lot 002 and it is 6.17 acres. The land value is \$24,800.00. The board reviewed the tax card and property tax map.

-CEDC: Tim reached out to the town attorney and sent him the packet with the minutes when the Colebrook Development Company had the property and if they sold it, the original purchase price of \$60,000 would come to the town, he looked at that and he wanted some other things. He needed to know if we had them in house or whether he needed to go to the archives for it. One is the Articles of Incorporation or Bylaws of the Colebrook Economic Development Company. Sue asked Tim if he had the black binder, Tim said no, he had a folder. Sue said she gave Town Attorney, Jonathan Frizzell a black three-ring binder with everything in it. Tim will try to get it. Second, he would like the Town Report that references Article 29 in 1975 and Article 22 in 1976. Sue said that Colebrook Development Corporation became Borders Development Corporation and then Borders then merged with CEDC.

-Greg as Assessor for the Board: Tim advised the board that we need a motion to make Greg the assessor for the board. Greg stopped in to see Dottie and she was meeting with Vickie and Bill from NH DRA, Greg looked though the pickups and some of them were easy enough for the board to do, so he went in and talked to Vickie and Bill. They advised Greg to talk to Tim the next day when he was back, so Greg did, Tim then reached out to Vickie and Bill's boss, Phil, he went through the RSA's and the only people that can be assessors without being certified are selectmen. Greg feels that they can do it. Phil suggested that anything they do, they need to write it down, take Tim with them, and take pictures of the properties, then Dottie can enter it into the system. Greg said he didn't want Dottie just entering the properties in, he would like a system where a form is filled out and something is signed by them saying it is okay to have her put new data into the system. Dottie has not gotten the building permits from the Planning Board. Sue asked if we had received any RFP's back from any assessing companies. We did not get any back. Sue asked, "what is the next step?" Tim explained that the one that was sent out was for the multiple towns for assessment. We are now going to send an RFP out again for just the town of Colebrook. The gentlemen that did the pick-ups for Colebrook last year is willing to do them again this year. We need someone to do our five-year revaluation. Discussion ensued on pickups, new properties, and revaluations. Sue made a motion to authorize Greg Placy to sign as a Colebrook Assessor on behalf of the Colebrook Selectboard, Greg seconded the motion, and the motion passed.

-Harvey Swell: Harvey Swell project is moving forward, they are going forward with the ARM option, the other option was not available because ARM is a regional fund for each area and there is not nearly enough in there to cover the entire cost if the town were to go back to the very beginning and start from scratch and do an open bottom bridge. They are going to continue with the liner inside of the culvert as originally planned. Greg said there has been a discussion that there should be no fine. Tim said we are still going to have our \$30,000.00 attached to that. Greg said we need to remember that if the rest of the fine is

not paid, then why do we need to pay ours? Tim said NH DOT will pay for their portion. Tim said that NH DOT said ARM funds should pay any additional cost that was not planned for. Discussion ensued about Bear Rock. There will be a Public Hearing on Pleasant Street Bridge on June 23<sup>rd</sup> at 6:00pm. Regular Selectmen's Meeting will start at 5:00pm.

-Homeowner's CO-OP Project: Tim went up today and they are staging gear and equipment. They should be starting soon. They had their kick-off meeting. They had to get their permits in place.

### **New Business:**

- A. Highway Overtime: Sue asked for this to be put on the agenda, she asked for financial information on April 28<sup>th</sup> and has not received anything yet. As of April 28<sup>th</sup>, we budgeted \$45,000.00 for overtime, we had increased that budget, we have expended \$36,561.00, with only \$8,400.00 dollars left and they have used overtime since then, in the two or three weeks since then. There is almost no money left in overtime, so her suggestion is they will use no more overtime until it snows in November. Tim said so what do we do at night when a tree goes across a road, do we leave it until morning? Sue said, "No, you go take care of the tree and the next day you work two hours less. Greg said, "You can't legally do that. Sue said, "What do you mean? Tim said, "You can't call someone out in the middle of the night and then tell them the next day they have to cap the day short, unfortunately." Tim said, "They do know that they have used a lot and I have talked to them about it." Sue said, "So they are going to have to give something else up." Greg said, "right." Tim said, "I will talk to them again and make sure they are doing what they are supposed to be doing." Tim said, "but I know they are, they are doing a good job." "They only come out when they have to, but we can't not have them come out." Greg said, "That is why the DOT set up an agreement with the maintenance employees that the time sheets are way more complicated because you could work two hours overtime and then not set two hours overtime, but your leave wasn't regular, but it was you took two hours less. It was very complicated. Tim said, "hopefully we don't get any September and October snow, most of their overtime comes from plowing and moving snow in the middle of the night." Sue said, "oh I understand that, but then Greg, a few meetings ago said they should stop this coming in between 1am and 4am." Tim said, "right but if they don't come in until 4am there is no way that they will get done the bus routes in time and Main Street cleared."
- B. Bearsville Bankruptcy: Sue said, "they have filed for bankruptcy, and they have a creditor meeting to be held on June 5<sup>th</sup> at 3pm via telephonic meeting of creditors." Does the town attend that meeting? Tim has been in touch with the attorney; he has sent him everything, the good news is the town would go to the top of the line because we are a municipality, and they owe us taxes. The board does not have to go; the attorney will take care of everything. They have filed Chapter 11 bankruptcy.

C. Sand & Gravel Bids: The Town received 2 bids

First Bid: Rodrique Gravel:

½ inch winter sand 5,100 tons at \$6.00 per ton = \$30,600.00

¾ inch crushed gravel 6,500 tons for \$7.50 per ton= \$48,750.00

Second Bid: Jeffers Gravel:

½ inch winter sand 5,100 tons at \$5.95 per ton = \$30,345.00

¾ inch crushed gravel 6,500 tons for \$6.95 per ton = \$45,175.00

The board decided that the winter sand bid will go to Rodrique Gravel, there being very little difference in the bid and Rodrique pays property taxes in Colebrook and the crushed gravel will go to Jeffers Gravel. Sue made a motion to award the winter sand bid to Rodrique Gravel at \$6.00 per ton and the crushed gravel bid to Jeffers Gravel at \$6.95 per ton, Greg seconded the motion, the motion passed. Sue noted that the amount budgeted for gravel is less than the \$45,175 so the amount budgeted is the limit.

- D. Planning Board Paperwork: Dottie has reached out on multiple occasions to Mike Ouellet to get the Planning Board building permits, money, and minutes, but we don't get them. Tim is going to reach out to Robert Murphy again. Sue has tried to reach out about Master Plan information to Robert Murphy but has not heard back.

**Old Business:**

- A. Water Rates: The board needs to figure out what they want to do. Sue is to study finances and make a recommendation.
- B. Reservoir Rd: Look at similar properties to figure out the sale price.

**Tabled/Pending Items:**

- A.

**For Approval and Signature:**

- A. Robert Smith Abatement: Trailer Removed

**Hearing of the Public and Any Other Business:**

-Insurance: Discussed insurance talked about going with CGI, definitely did not want to go with School Care as they are a Cigna Product. Access quoted the Anthem Platinum at a lower price

than CGI, we could see if CGI could quote it cheaper. Anthem Platinum is a 15% increase. The County is going with CGI. Tim asked, "the company that we currently have, halfway through our year term with them, they dissolve, somebody else is willing to come and pick us up, is all the money that are people have paid on deductibles go away and doesn't transfer over to the new program? Sue said, "it depends on the new program, and I think you are starting fresh, just like we started fresh with NH Interlocal Trust in January." Tim asked, "can we ask if they will honor what we have already paid in." Sue said, "maybe if we go with a Harvard Pilgrim product." Discussion ensued. Heidi called Julie from CGI to answer some questions the board had, when she calls back, we will take the call.

-Rt. 145 Project: Greg asked if we had the final bill for Rt. 145? Tim asked Heidi if we finalized everything with Sicard? Heidi said, "I believe the \$95,000.00 was the final bill and that was just paid." We paid for two change orders, but they were not supposed to be paid yet, so the checks were returned to us. Tim said, yes, so those will be included in the final bill, which I don't think we have received yet.

-Sue, have we paid out any Main Street easements yet? Tim said, no not yet, since we were in loan mode, I didn't want to do it yet. Greg said how many do we have now? Tim said we received 30-32. Tim said we still need 10-12. Greg said we need to look at those 10-12. Greg said the ones that worry me are Consolidated, Citizens, and the apartment building across the river. Tim needs Walgreens, Maura Simmons, Gail Nugent, Charlene Kruell, Consolidated, Citizens, David Hicks, and Joey Sweat.

-Sue said this is the third time that she has read in the Union Leader that our local police department is participating in an enforcement program with ICE. Can the Chief please come in and talk about what the police are doing for this program.

-Sue talked about how the Planning Board received a grant to update the Colebrook Master Plan and they will be having a meeting at the Colebrook School Cafeteria on June 7<sup>th</sup> at 11:00am.

-Sue made a motion to change our health insurance plan effective July 1<sup>st</sup> to CGI Business Solutions Harvard Pilgrim Option 2 if the company is able to roll over deductibles from January 1 to June 30<sup>th</sup> that employees have paid in, if not select BC/BS Gold Option 6, Greg seconded the motion, motion passed.

#### **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 for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

Greg seconded the motion.

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

Sue Collilns YES

Greg Placy YES

The board entered non-public session at 3:30pm. Tim Stevens and Heidi Lawton were present with the select board during the non-public session.

Sue made a motion to exit non-public session at 3:35pm, Greg seconded the motion, motion to exit non-public session was approved by a roll call vote:

Sue Collilns YES

Greg Placy YES

Sue made a motion to seal the Non-Public minutes of 5/12/25, Greg seconded the motion to seal the Non-Public minutes of 5/12/25. The motion to seal the minutes of 5/12/25 was approved by a roll call vote.

Sue Collins YES

Greg Placy YES

At 3:35pm the board returned to public session.

-Julie from CGI called back and talked to the board. She explained that she will need to re-quote the prices to the board in January again. Sue made a motion that effective July 1<sup>st</sup> the board would offer their employees CGI's proposal for Harvard Pilgrim Option 2 and that Heidi will notify them in writing so that we can get the process started, Greg seconded the motion, motion passed.

**Determine Date for Next Meeting:** June 9th, 2025, at 1:00pm.

-Charitable Exemption Meeting on Tuesday, May 20<sup>th</sup> at 2:30pm.

**Adjourned:** Sue made a motion to adjourn, Greg seconded the motion, motion passed to adjourn meeting. The meeting was adjourned at 4:09pm.

Respectfully submitted,

Heidi Lawton, Administrative Assistant, Town of Colebrook