

**Colebrook Select Board**  
**Selectmen Meeting Minutes**  
**March 3, 2026**

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

Staff: Tim Stevens and Heidi Lawton.

Members of the Public: Rob Maxwell, Kathy Woodard, Julie Colby, Wendell Woodard

Meeting Start Time: 1:00pm

**Roll Call & Pledge of Allegiance**

**Hearing of the Public:** Colebrook Library Trustees came to the Selectmen’s Meeting to talk to the board about the Warrant Article #12 language. Sue said, “it is the board’s intent, based on legal counsel, to amend that article, right away for two reasons.” Number one, the board was told this was going to be a new elevator, so that is what went into the warrant article. Sue said, Julie never said a word at the public hearing when Greg read the warrant article. Julie said, “it went right over my head.” Then three days later the board hears that this is not a new elevator. Rob Maxwell said, “the document from Pine State Elevator that you have now all seen was given to Tim on or about the fifth of February, whether he shared that with you or not, I do not know.” Sue said, “yes he shared it with me.” Rob said, “a perusal of that document would have shown in the heading, “modernize existing elevator” and said nothing about new. Rob said, “so we did give you notice.” Sue said, “after the public hearing is when we learned about this.” Rob said, “we would like to get that rectified.” Rob then said, “the article also says, if you look at it further, to see if the town will authorize the withdrawal of \$25,000.00 from the Colebrook Public Library Capital Improvement Fund.” In the first place, the public has no legal standing to authorize that withdrawal because the library trustees are independent. Rob said, “I spoke with Pam Bunnell, Trustee of the Trustees and she said that we don’t even need to have a public hearing to withdraw and use that money, it is our money, and we take care of how it is spent.” Sue said, “DRA gives us the language to use.” Rob then says, “it goes on to say the Colebrook Public Library Capital Improvement Fund, but in last year’s town report, that fund is identified as the Building & Repairs Capital Reserve, which is it?” Sue said, “it is the one you just read, the Capital Reserve and when it was sent to DRA, they have to review all of our warrant articles and budgets, and they told Melanie, “You have to change the name of that fund because at DRA it has a different name.” So, we changed the name in the warrant article. Which way is it going to appear in the Town Report this year? Sue said, the one that is in the warrant article. Rob said, “so the only thing in terms of wording is “installation of new elevator.” The board agreed.

What Rob had thought was in the account was more than he thought, so the trustees would like to propose a new amendment as a compromise is withdraw \$44,700.00 from the Building &

Repairs Capital Reserve, they have a grant for \$15,000.00, which reduces the general taxation to \$37,700.00, for a total of \$97,400.00.

Some future repairs that the library has are windows, fixing a heating zone, two wall light fixtures that need to be replaced, and a separate heating zone for the sidewalk leading up to the library. Julie explained that the sidewalk, entryway, and library all run on one circulator.

The Selectboard will talk about the amendment at town meeting. Ray suggested that they talk to Eversource and other places on grants for library windows. Discussion ensued about donations and presenting the warrant article.

Ray left the room for a meeting in an adjacent room at 1:21pm.

**Regular Agenda:**

- A. Review and approval of the Minutes of 2/4/26. Sue made a motion to approve the minutes of 2/9/26, Greg seconded the motion, motion passed, all approved.
  - B. Review and Sign Payroll and Disbursement Manifests: The Selectmen reviewed completed payrolls and disbursement manifests and signed them.
  - C. Town Manager's Report:
    - Titus Hill/Spring Street Water Line Freeze: the lines were frozen; they were running hot water over the pipes; they finally found the leak under Spring Street. When they tried to dig up the pipe, the pipe broke so they had to run a new line. Tim explained that this summer Brian wants to replace all the metal piping that is deteriorating. Sue asked when bigger things like this happen, can Tim please send the Board an email.
    - Public Hearing on ICE Money: Tim advised the board that the town will need to have a Public Hearing to accept this money. The board would like to have a Public Hearing for this money and the CBDG money on March 23<sup>rd</sup> at 5:00pm. The board also would like a Public Hearing for Water & Sewer Rates, March 30<sup>th</sup> at 6:00pm.
    - Meal Rates for Town of Colebrook Employees: Tim said we need to look at increasing the meal rates as they are low and have not increased in years. As of now the rates are \$20.00 on a travel day and \$25.00 on a stay-over day. As of today, the GSA is maintaining a standard of \$68.00 a day. The board does not want to use the GSA rate.
- Ray returned to the meeting at 1:33pm. The board discussed changing the rates to \$30.00 on a travel day, and \$50.00 on a stay-over day. Tim will write up something for the board to look at. It will be discussed at the next meeting.
- Mt. Carberry Rate Increase: Tim advised that Mt. Carberry has increased their rate \$3.00 a ton. From Coos County, the rate has increased \$25.00 a ton for glass at the county.
  - Sue brought up that NHDES has implemented a tipping assessment of \$3.50 a ton. Towns will be able to file for refunds of this assessment on a quarterly basis.

-Harvey Swell Bids: Tim advised the board that he had a meeting with NHDOT & HEB about the Harvey Swell bids. There were five bids. The lowest two had deficiencies in supplying the information. NHDOT was not sure if one of them was a game changer or not, they are going to come back with a recommendation because both of them had math errors and neither one of them is on NHDOT's approved vendor list, and there were some other things that were wrong. The bidders were:

JML: \$533,888.53

Elevated Excavation: \$537,683.81

Lee Corrigan: \$575,452.00

CLH & Son: \$715,167.25

P+R Excavation: \$603,370.52

Discussion ensued on the different companies. This will be a summer project.

**New Business:**

- A. Follow up on DRA list of items presented.
- B. Follow up on Town Manager Meeting with Mike Ouellet on buildings found without permits: Tim met with Mike and gave him a list of all the properties that were found to not have permits. Mike said, "many of them have permits." Tim said, "well we don't have them in the town office." Tim said that Mike is supposed to get back to him this week. When buildings get granted permits, they should be sent to the town office to be put into the property owner's files. Mike needs to start giving the permits to Dottie.
- C. Citizen of the Year: We received no submissions. The board will discuss it further.

**Old Business:**

- A. Reservoir Road Property Offer from Richard Hicks: No update
- B. Aldrich Road Update: Heidi put an extension in the FEMA Grants Portal, and they emailed back saying they needed more information. Heidi will get back to them.
- C. Water Wells: They came out to drill to check on the clay situation, Rudd did not authorize them to go on his property and drill, so the only area they could drill was on Lynch Road. They did drill along Lynch Road, they will be sending the results to NH DES, they are not sure what NH DES will say about not being able to drill on the Rudd Property. Discussion ensued.
- D. Congresswoman Goodlander on the question of loan forgiveness for the north wells: No update.

- E. Status of UV Building Claims: No update.
- F. Status of Water Disconnects: No update
- G. Status of Tax Deeding: Melanie has started the deed process for 65 Colby Street. She has to give them the opportunity to re-purchase the property, once that time has passed and they have not responded or re-purchased, then it belongs to the town.
- H. **Tabled/Pending Items:** None

**For Approval and Signature**

- a. Land Use Change Tax: All recommended billings recommended and prepared by DRA as a result of the re-evaluation were signed totaling \$108,000.00.
- b. Supplemental Warrants: All supplemental warrants prepared by DRA were signed.
- c. Property Abatement: Colebrook Automotive: signed
- d. Property Abatement: Quicken Loans: signed
- e. Water & Sewer Committal: signed

The board wanted to make sure that Melanie sends a letter with all the supplemental warrants and land use change tax billings to let property owners know what they are about.

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

-Sue asked about the credit card machine that Jolene has, and why it was written on her timesheet. Melanie said she went to the bank to talk to them about the credit card machine. We go through Interware & EB2.gov. Jolene came in and talked to the board, she is waiting for Bangor Bank to come and set up her machine.

-Ballot Clerk issue of who pays ballot clerks who work at the annual school meeting is resolved. Yes, the town pays and then we get reimbursed by the school.

-Sue asked Melanie if the Trustees of Trust Funds have paid her the money due to the town from Cemetery funds for 2025. Melanie said, "No because Pam said that Julie Brunault needs to request that money for the cemetery."

-Sue advised the board that a church group would like to hold a service in the Memorial Lot. The board is fine with that.

-Styles/Badger Bills: Heidi advised that Melanie has a call into Irving at Styles about them billing us for meters we do not have. Sue advised not to pay anymore Styles/Badger bills. It will go on the regular Selectmen's Agenda until it is resolved.

-Sue asked if all the easements are done for the water wells? Tim said they were not all done yet. Tim will check on this.

-Sue asked about the AHEAD Agreement, does the board want to renew the agreement for three more years? Put on the next Selectmen's Agenda.

-What is going on with the Danny Dagesse abatement? Tim said it was resolved.

-CMA Bill: Sue said on the February 25<sup>th</sup> CMA bill that we have paid \$3,593.00 for the preparation of the SEARCH Grant Funds. This was incorrectly charged to the water wells and it should be charged to town funds, water department. CMA has to let us know if the charge for the SEARCH Grant Funds is covered under the grant itself or not. UV Building charges should be checked as well. Heidi advised that Velvet knows to charge the UV Building items to the correct line item.

-Sue advised on the Androscoggin Valley Regional Refuse Disposal bill, the tonnage was charged incorrectly because no one told Velvet that there is a new line item for the new DES \$3.50 per ton charge. Melanie will fix this.

-Sue asked if there has been any communication with the North Country Community Rec Center that owes the town \$14,509.80 in property taxes? Tim said, "they have the Memorandum of Agreement with them, and it is going to be going in front of their board."

-White Mountain Broadcasting: Dottie found Brian Lunderville, and he is sending in payment.

-Sue wanted to know why the town is paying a Police Officer \$67.73 an hour to be at a basketball game. Tim explained that this gets billed to the school, nothing comes from Taxpayers. Also, the police do not use the cruiser when they are doing a basketball detail, they use their personal vehicles for this. Ray wanted to know if this amount was ever voted on at a Selectmen's Meeting. Ray discussed the detail fund and how it was supposed to be set up. Tim explained that the details besides the hospital & school are set up the way they should be. Discussion ensued.

-Ray wanted to know about the rental assistance for a certain individual on Titus Hill Road. Heidi advised Ray that, will be the last invoice for that individual, as he is moving out of town.

-Ray wanted to know about the Congressional Direct Spending for Goodlander and Shaheen's Office. Heidi advised Ray that two grants were put in for Goodlander's Office. She will get Ray the information. Ray would like to be kept in the loop on this.

-Wendell Woodard entered the meeting at 3:18pm.

-65 Colby Street, Ray said, "there is beginning to be more and more vehicles down there."

-Ray wanted to know about the trips that the Water & Sewer Department take to Concord for water samples. Is it continuing? Tim advised that he has talked to the Water & Sewer Department about getting the water sample to Lancaster for the currier to take to Concord, he does not want them to drive samples down if they don't absolutely need to.

-Ray advised that he will not be available for the next two Fridays and a Thursday, as he will be in Concord.

-Greg said as he was looking through bills today and he has seen some that are tied to this year's budget, that has not been voted on yet. These are for tasers, body cameras, etc., that have already been bought and paid for. Tim said that came out of another pot of money that can be used now.

-Wendell Woodard came in to talk to Tim Stevens.

**Non-Public Session Under RSA: 91-A:3 II (a), (b) & (c):** None

**Determine Date for Next Meeting:** Selectmen's Meeting Monday, March 23, 2026, at 5:00pm.

-ICE Money Public Hearing: Monday, March 23, 2026, at 5:00pm.

-Water & Sewer Rates Public Hearing: Monday, March 30, 2026, at 6:00pm.

**Adjourned:** Sue made a motion to adjourn, Ray seconded the motion, motion passed to adjourn meeting. The meeting was adjourned at 3:25pm.

Respectfully submitted,

*Heidi Lawton*

Heidi Lawton, Administrative Assistant, Town of Colebrook