

Colebrook Select Board
Selectmen Meeting Minutes

June 1, 2026

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

Staff: Tim Stevens & Heidi Lawton

Members of the Public: Haven Haynes & Tonya Young

Meeting Start Time: 1:00pm

Roll Call & Pledge of Allegiance

Hearing of the Public:

- a. Tonya Young came in to talk to Ray about a grant through Eversource for the Library, Tonya is a library trustee and was asked to come speak to him by her board. Ray did not know anything about this grant. The grant is for the library building. Ray will set up a time to talk with Tonya.
- b. Haven Haynes came in to talk to the board about when the Harvey Swell bridge project will be complete. Tim advised he will have to look and see if he has received the schedule yet. Haven also wanted to know when someone would be able to come and clean up Bear Rock Road and Harvey Swell Road, they were not graded correctly and there are large rocks all over the place. There are also a lot of potholes in the road. Tim will talk to the Highway Department; he took Haven's phone number to call him when he gets the schedule for Harvey Swell.

Regular Agenda:

- A. Review and approval of the Minutes of 5/12/26. Sue made a motion to approve the minutes of 5/12/26, Ray 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:

-Margaret Crawford Property Lien & Full Accounting: Tim advised the board that there is a lien on the property, it was put on in 2017 by DHHS Estate Recovery. The total that the town received from selling the property was \$33,750.00, the town's expenses are \$20,261.21, and that leaves DHHS \$13,488.79.

-Canaan School Property: Tim talked to the Superintendent, and she said they had to work on a different project this year but would like to put more time into this property next year. Ray asked if there was a date to finish the project by. Tim said, "not yet." Sue said, "Tim will have to talk to the new Superintendent this coming Fall about it." Ray said, "there was a funding issue with finishing the bathrooms and kitchens."

-65 Colby Street: Tim asked the board if they would like to repossess the property, which is the last step in the process. The owner's family and lawyers have been contacted about buying the property and they do not wish to. The family has 30 days to buy the property with all the taxes and water & sewer to be paid. The board signed the letter.

-Tim advised that within the next couple of days, everyone living there is going to receive a "no trespass" order and "no trespassing" signs will be put up, and locks for all the doors have been purchased and will be put on. The only thing Tim has not gotten yet is boards to board up the bottom floor windows. The people living there asked about all their stuff. Tim told them, they could go back and pick up their stuff for a short period of time, just come to the Town Office and someone will let them in to get their stuff. Once that happens, the Highway Crew will go over with a bucket loader and start cleaning up the lawn, anything the people want to save, should be put inside or removed by then.

-APP: Tim talked to Glen Jackson the other day and they have approximately 35 employees working there now, but that is expected to increase. They are having a meeting at the White House this week, pertaining to "Buy American". Glen said he is finalizing contracts with DOW (Department of War). Glen also told Tim that the water system APP has there is the only one in the nation that doesn't kick any contaminants or anything rather than just water back into the Town's system. The internal system collects it all and recycles it. Currently the only water going into the town's wastewater system is from the bathrooms. Greg asked, "so where does their water go." Tim assumes it gets recycled, like a desalination process. Sue would still like the chemical formula. Sue asked Tim if Brian Sullivan still hasn't signed their Industrial Discharge Permit. Tim said that Brian has not. Discussion ensued.

-Phil Bodwell is looking into coming up here to do the Town of Colebrook pick-ups for assessing, being hired as a possible part-time employee. He has retired from NH DRA. Greg asked if Phil would oversee Dottie on all the assessing information. Tim said yes, he will take over what former assessor Gary used to do. Dottie is still not getting any copies of building permits or Zoning Ordinance Certificates of Compliance from Mike Ouellet. Sue said the board had asked him and Tim said he asked him. Greg said that maybe Mike needs to get a letter about what the town is expecting from him every month. Greg said, "Mike needs a list of what he needs to do every month." Sue said, "and to make sure all applications and checks are locked up and not in his box." Tim will prepare a letter.

-Sand & Gravel bids ad will be in this week's paper.

-Letter to Mike Ouellet: Tim has been working on a letter to Mike, he is going to get the letter done and then have Phil Bodwell, the assessor, look it over to see if there is anything else he needs from Mike, then Tim will get with Dottie as well to see what she needs from him.

-Main Street Article in Newspaper: Tim wrote an article for the paper about the Main Street project and how it is coming along.

-Fidium or CCI: Tim advised the board that they are done on Pleasant Street and the west side of the street. They are going to move north and curve around Tori's to the west side of Main Street with their conduits to hit the riser pole. Then they are going to go down the sidewalk to the library with the conduit and that conduit is going to feed the library and Bangor Bank. They estimate they will be done in about three weeks. That is dependent on what they run into while they are digging. They have run into some issues that they had to work around. Greg asked, "so are they not the contractor that is dropping the other conduit system?" Tim asked, "which system." Greg said, "the telephone line." Tim said, "yes, they are."

-Weekly Construction Meetings: Tim advised, "right now they are not planning on that until July or August, once CCI is done with all their work, and they are looking at having bi-weekly meetings." They will see if they are going to have a meeting every week or not.

-Rudd Property update: Tim spoke to Shane; he was unable to set up a meeting with Jamie as he was busy and out of state. Tim got a very positive feeling from Shane, that he will consider, and a very potential outlook that he will sell that 400ft portion of his to the town. Tim asked Shane if he could give Jamie his number and he said yes. Jamie said by the end of the week he should be able to call Shane and talk to him directly. Sue asked, "when it is time to make him an offer, is this something Phil can help with?" Tim said, "yes and it should be easier with the revaluations done."

-Chase Property update: Tim spoke with Mr. Chase; and he is selling his property but only with 2.5 acres. He is not selling the property north of Lynch Road, he knows the town is interested in it and he is not going to hold it forever. Sue asked, "how does that work, is there money in the budget to buy land, because we can't just buy land without town meeting approval." Tim said, "he told Mr. Chase that DES will not go through with the approval until we have some type of agreement that this is going to take place." Tim also said, "because the town is not going to purchase property, and then have DES say we can't put the wells there." Mr. Chase was very understanding of that. Discussion ensued on easements.

-65 Colby Street update: Tim advised that all the people are out of the house, the town is now waiting on the time needed for the buy-back. Those letters went out last week. Greg happened to notice when he went by that there were two nice bicycles there, were they

there before? Tim advised that they belong to the people that were living there. They were told they could keep some of their property on the porch. Tim said that something was going to be done with the back of the property, but now the town will wait until after baseball season. Tim advised that the town would have to wait to clean up the back of the property after baseball season and when it dries out.

-Harvey Swell claim submitted: Tim advised that the claim has been submitted, and it usually takes about 30 days or so to get the money. If they are backed up, it could take longer.

-BS&A Implementation: Heidi advised the board that the town has been working with BS&A on doing two payroll conversions, one is a longevity payroll, and the other is a cloud based one, this way the town gets five years of back history on the payroll system when we change over. BS&A has sent a list of items needed for payroll, accounts payable, and general ledger, and so far Melanie has gotten them all the information that they need. We are just waiting to hear on the exact dates of when BS&A will be here to train us, but it is looking like the beginning of August, and the town will go live with them about the third week in August. Sue asked is BS&A would be doing NH Retirement and Heidi said yes.

-Tim advised that all the Department Heads have been told that we are going to bi-weekly pay, starting in August. Sue asked if we would be doing bi-weekly payroll in BMSI as well or not?

-57 Colby Street: Tim advised that Matthew Brousseau has bought the house and when Peter Weiner owned it, they had problems with the sewer, they had no sewer for a while. Brousseau wanted the town to take care of this, Tim advised Mr. Brousseau that if the problem is between the main line and the house, it is the owner's responsibility. They called Rowles out of Tilton/Franklin, and they came up and did the work, while doing the work they found out that the main root ball was in the town's line and it grew into theirs. Their sewer is the last one on that line and they were the only ones that were affected. They have a contract with Rowles to come up and do the work, they told Rowles to bill us. Tim said, "we do not have the contract with Rowles, don't bill us, we will look at it and decide what to do from here." Tim made a call into legal, and he informed them that the assumption was, from everyone we talked to; that the roots were initiated in the private line, come to find out they were initiated in the town line. They are asking us to pay for everything they have had to do up until now, which totals \$13,000 to \$15,000. Sue asked, "so did Brian and Mike go down there to verify all of that?" Tim said, "Mike told me it was in their line, but I talked to Rowles directly and they said, "no it grew into the private line, but Mike asked them "since you are here, can you fix the town's portion of the line and bill us?" Sue explained that he does not have the authorization to do this. Tim said, "well he figured since they were already here." Tim advised that Rowle cleaned out the whole root ball and then Rowle said, "that is where it initiated from, the town line."

-Greg would like the Town Manager's topics on the agenda every week. The rest of the board agreed.

New Business: None

Old Business:

- a. Aldrich Road Update: HEB (Chris Fournier) has submitted the two alternative plans he needed to do to FEMA on May 29.
- b. Water Wells: Ray asked if we are all set with George Hodge. Tim said, "yes we are all set with him, he comes in frequently to talk to me."
- c. Follow-Up to Congresswoman Goodlander on the North Wells Loan Forgiveness: Tim reached out to his new contact at Congresswoman Goodlander's office and is waiting to hear back.
- d. Status of Billing for UV Claims: Heidi submitted the third claim and emailed Primex to ask if the town needed to go out to bid on the UV building. Heidi has not heard back from Primex yet. Greg asked about the treatment tank that we are renting for the water to go into before it goes into the river. Greg asked if the town should buy their own tank or let insurance keep paying for it. The board agreed that they would keep renting the tank for now.
- e. Property Tax Abatement: Dagesse Family Trust: Sue wanted to know if this should be charged to the overlay account. Sue does not know the answer to this. Sue asked Melanie to send an email to Roberts & Greene asking them how this should be charged. Sue has not heard back from Melanie yet.

Tabled/Pending Items:

- a. Veteran's Tax Credit: Anthony Lebel: waiting on new paperwork.
- b. Abatement Requests from DRA with No Recommendations: NH DRA did not have time to finish these, so the board is going to wait until they have someone to do pickups and then look at these.

-Michael Harding
-Michelle Desrochers/Adam Mules
-Christa Howe-Lambert & Savannah Howe

For Approval and Signature

- a. Property Tax Abatement: Billy Bryant
Richard Beaulieu
Gaston & Sandra Riendeau

Hearing of the Public and Any Other Business: Sue discussed budget transfers being done for the assessing department, to cover Phil Bodwell's expenses and salaries, adding new line items, how much to put in them, and where to take it out of. The Board signed the line item transfer form to give to Melanie to post.

-Greg: brought up that a taxpayer had applied for a building permit, paid for it, and never got the permit, but was told to go ahead and build anyway because she had paid for it. Sue advised, "that is not how you do business." Tim advised that hopefully things will get resolved when I send the list of items that Mike needs to do. Tim said, "Phil, the new assessor for Colebrook said that when a new permit goes out, a copy of it should immediately go to the town." Discussion ensued on planning board applications and what is supposed to be done.

-Sue: Badger Billing, Heidi advised that Badger was billing us for 618 meters when we are only using 545 meters. Heidi talked to Ian at Stiles, and he is going to credit us for the difference.

-Sue: Reports of Wood Cut: Has Greg Ainsworth been contacted to go over them and are they all filed. Heidi said, "Dottie said they are in process." Heidi went to get Dottie so she could explain to the board about the reports. Dottie came in and told the board that she has three reports that need to be filed, and they had until 6/1/26 to turn them in. She has David Hodge, which he has to go home and look for his report, as he thought he sent it in and the other two are for Sam Jeffers. Dottie has not received anything from Sam Jeffers. Dottie will call Greg Ainsworth next.

-Sue: NHMA Legislative Alert on the Risk Pool Regulation that NHMA wants us to contact our Senators this week about is because we participate in NHMA Health Insurance and they have a resolution prepared and they want the board to write a letter urging the Governor to sign the bill. It is assessable vs. non-assessable risk pool. Ray believes the board should sign it. Discussion ensued.

-Discussion ensued on meetings the board needs to attend and when the next Selectmen's Meetings will be held.

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

-At 2:17pm, Sue Collins made a motion to enter non-public session in accordance with NH RSA 91-A:3 II Non-Public Sessions (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

And

NH RSA 91-A:3 II Non-Public Sessions (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.

Raymond Gorman seconded the motion. Chairman Placy did the roll call:

Ray Gorman: Yes

Sue Collins: Yes

Greg Placy: Yes

The Board went into non-public session with Town Manager, Tim Stevens, in attendance.

At 2:55pm, Sue made a motion to exit non-public session. Ray Gorman seconded the motion and Chairman Placy did the roll call:

Ray Gorman: Yes

Sue Collins: Yes

Greg Placy: Yes

Non-public session ended and the Board returned to the regular meeting.

Sue Collins made a motion to seal the minutes of the non-public session; Ray Gorman seconded the motion and all three members voted in favor.

Determine Date for Next Meeting: Selectmen's Meeting Monday, June 15, 2026, at 1:30pm

Selectmen's Meeting Monday, July 13, 2026, at 1:00pm.

Selectmen's Meeting Monday, July 27, 2026, at 5:00pm.

Adjourned: Sue made a motion to adjourn, Ray seconded the motion, motion passed to adjourn meeting. The meeting was adjourned at 2:59pm.

Respectfully submitted,

Heidi Lawton

Heidi Lawton, Administrative Assistant, Town of Colebrook