
MINUTES OF CONFERENCE CALL – MONDAY FEBRUARY 22, 2016 AT NOON

PROJECT: Town of Colebrook Main Street Project Status Update

PRESENT ON CALL:

Town of Colebrook: Ray Gorman, Selectman
Greg Placy, Selectman
Suzanne Collins, Selectman
Becky Merrow, Town Manager
Greg Marchand, Colebrook Public Works
Ginny Freudenberger, Colebrook Garden Club
Terry Hurlbert, Colebrook Garden Club

CMA Engineers: Joe Ducharme, PE
Bill Straub, PE

DATE ISSUED: February 23, 2016

The following was discussed:

- **Flower displays during construction Spring/Summer 2016**
 - Discussion of viability or limitation for Colebrook Garden Club’s flower hanging baskets and “island” displays
 - Objective: make them possible. Advise contractors to protect them.
 - Add to plans – “Remove, protect, and replant perennials in the two islands on the project.

- **Feedback from NHDES agency review meeting on the 11th – roof drains, bid structure, waivers:**
 - Good meeting on February 11
 - Discussed bidding structure for contract
 - Agreed that roof drains could be left to be addressed by future sidewalk improvements project,
 - Waivers of certain utility separation standards at isolated locations likely

- **Status of service connection verifications by PWD staff**
 - Greg Marchand will send updated service cards to CMA Engineers mid-week (Ray noted two properties still needing more time to confirm – Laundromat and beauty salon).
 - Greg will also send a list of properties that have/require fire services
 - Greg confirmed that Town uses Kennedy Model K81A fire hydrants and that all valves are to open left.

- **SRF low interest loan \$\$ available for building sewer service laterals – drinking water SRF and USDA not yet committed**

- Discussion of possible availability of SRF loan funding for water and sewer services off public ROW. Town confirmed they would not accept ownership and maintenance responsibility of building services just to get USDA funding.
- Becky described Tillotson Grant possibility. July 15th application. Discussed possibility of pre-pay of SRF commitment sought, and Tillotson funds.
- **DOT District 1 design review meeting still pending**
 - Note: After con-call, the meeting was scheduled for 11 AM on Thursday Feb 25 at the DOT District office in Lancaster.
- **SEARCH grant scope / USDA contract approval**
 - CMA Engineers transmitting proposed agreement for WWTF and pump stations condition assessment work under new SEARCH grant
 - General scope and focus was discussed
 - Separate energy audit issues discussed
- **Schedule**
 - Target for submittal of final plans and specs to Agencies late next week or the following week
 - With timely review, still targeting bid period starting late March
- **Other**
 - Becky noted two properties that want sewer service extended – one just outside project limits (Josh Bouchard is aware); the other is Northern Outlets (already on plans)
 - Becky noted that she has reached out to Eversource about the utility poles on Main Street but has not heard back from them – CMA Engineers will discuss pole licensing with DOT at the design review meeting (later this week).

END OF MINUTES