

Board of Selectmen
Meeting Minutes
July 23, 2025

Present: James Bailey – Chairman, Richard Pelletier – Selectman, Selectwoman Iris Campbell and Laura Buono, Town Administrator

Others present: Florence Osgood, Cathy Houle, Riche' Colcombe

Pledge of Allegiance was recited. Meeting opened at 6:00 pm

1. PUBLIC COMMENT

Community Power: Florence Osgood said she opted out of Community Power because she has solar panels and for 2 months (the time it took to get her off of it), she did not receive her credits which she estimates to total \$48.48. Ms. Osgood said that she has been in contact with Standard Power but has not received any answers yet. Ms. Buono said she will contact Standard Power about this issue.

Butler Park Fountain: Cathy Houle said Christine Carr from the Village Café knows someone who could fix the fountain at Butler Park. Chairman Bailey said Chris Sieg was/is the person who maintained the fountain and is the person who we would check with to get the fountain going again. Ms. Houle will let Ms. Carr know that Chris Sieg has information and who the Town would use for information on what it would take to get the fountain running.

Various Items: Riche' Colcombe asked if the light poles will be fixed to provide electricity so that the wreaths can be plugged in. Mr. Bailey said that the pole Ms. Colcombe would like an update on has never worked. Ms. Buono will ask for further clarification as to which poles need to be worked on. Ms. Colcombe' asked to also have an update emailed to her about the nonpublic session she had with the Selectmen a few meetings ago. Ms. Colcombe commented that she was disappointed Summer Fest was charged for the use of Grimes Field and questions the fairness of the Selectmen's decision and asked if charges are being assessed equally to all entities who use the fields. As part of that discussion, Ms. Buono said the school does not charge the town when we use their facilities are used, and in turn we do not charge them. There is a difference between having sneakers on the fields versus heavy equipment. Selectmen Pelletier does not feel non-profits should be charged and suggested adding money to the budget for field repairs after Summerfest, if there is negative feedback at Town Meeting then Summerfest would be charged. There will be further discussion later in this meeting. Ms. Colcombe commented about the Town of Windsor that does not budget for emergency services and uses Hillsborough's services for their emergencies, she feels Windsor should be billed for such services. Chairman Bailey said further discussion can take place during the budget process.

2. MEETING MINUTES

Chairman Bailey made a motion to approve the meeting minutes dated July 9, 2025. Selectman Pelletier seconded the motion, the motion passed.

3. CONSENT AGENDA

Chairman Bailey made a motion to approve the Consent Agenda for July 23, 2025. Selectman Pelletier seconded the motion, the motion passed.

- Welfare Lien Release – Map 22 Lot 30
- Intents to Cut – Map 5 Lot 69 Farley Rd.; Map 4 Lot 52 & 52-1 Cooledge Rd

4. MANIFEST

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 20301 – 20368 a/k/a Vouchers 29 & 30 in the amount of \$282,501.14 (includes 247 direct deposit stubs) and Accounts Payable Check numbers 034241 – 034321 a/k/a Voucher 27 in the amount of \$1,707,247.04. Selectman Pelletier seconded the motion, the motion passed.

** A/P Checks include payment to HDSO in the amount of \$1,081,610.34.

5. HILLSBOROUGH HEIGHTS

Ms. Buono explained the Selectmen had supported the application for a Community Development Block Grant (CDBG) for the first building (42 apartments). Now the second building is being applied for.

Chairman Bailey made a motion to support the Community Development Block Grant request for a new development of Hillsborough Heights Phase II. Selectman Pelletier seconded the motion, the motion passed.

6. MANAHAN PARK

Ms. Buono reported that in the course of the engineer working on Manahan Park plans, they have learned that there are inaccuracies in the boundary lines which may result in finding various encroachments. She said because of that, it is recommended that the property be formally surveyed, something which will also be necessary for the Land, Conservation and Water Grant. She said that upon request, Fieldstone Engineering submitted a proposal for the survey in the amount of \$13,460.00 since they are the firm we hired to create the engineering plan for the property. She said they would be able to do it within the next couple of weeks. The Board suggested asking Peter Mellen if he is interested in submitting a quote and what timeframe he would be able to do it. If he isn't able to take on the job within that time frame or, he can but the cost is higher, then Ms. Buono is authorized to move forward with Fieldstone.

7. WATER & SEWER - PARK & WHITTEMORE PROJECT

Ms. Buono reminded the Board that there will be a pre-construction meeting on the Park & Whittemore Project on Thursday, July 31st @ 2 p.m. at the Fire Station, and a public meeting on the same on Tuesday, August, 5th @ 6 p.m.

8. SELECTBOARD MEETING SCHEDULE

The following meeting dates will be changed:

Old:	November 26 th	New:	November 25 th
	December 10 th		December 9 th
	December 24 th		December 23 rd

9. FACILITY USAGE FEES

Ms. Buono said the Lions Club has submitted a request to waive the \$100 fee for the use of the Pavillion at Manahan Park and wanted to know if the Board was ready to make a decision. A brief discussion ensued with Chairman Bailey recommending the Selectmen have a detailed discussion about structuring the usage fees moving forward. No decision was made about the Lions Club request, and it will be added to the next agenda.

10. MANAHAN PARK

Ms. Buono said the Antrim Town Administrator reached out to her about allowing Antrim residents to use Manahan Park for free because he stated that there is now no free access for the Antrim residents. Ms. Buono said there is plenty of time to get their boats on the water before the park is open. The Board discussed that they do not feel a \$4.00 per person usage fee is a burden for boaters. Selectman Pelletier recommends moving forward that they consider charging the community a flat fee for their residents to use Manahan. The remaining Board members disagree but they can discuss this again at the end of the summer.

11. TOWN OF DEERING

Ms. Buono said she met with the new Town Administrator (TA) from Deering to discuss a couple of subjects. One was the distribution of the transfer station stickers in which they do it in a “self-serve” manner which somewhat negates the verification process. One of our employees, who lives in Weare, was able to get a sticker from Deering since all you do is fill out a piece of paper and take a sticker. She said, granted, you have to know their system, but it’s out on a table out in the open. Ms. Buono said the reason we currently do not have the stickers passed out at the facility was also discussed. She said she explained that the program was established with the intent to have the stickers passed out from the town offices with registrations until the Town Clerk’s in Deering and Hillsborough objected. If verification had to be done at the Transfer Station, lines would build up creating some cranky residents. Ms. Buono said the TA understood because she has past experience with the same type of program. Ms. Buono said they also covered subjects such as Manahan Park fees, police coverage, and parks and recreation. She said it was a good meeting that lasted a couple of hours with good dialog.

12. ASSOCIATED ELECTRIC PROPERTY

Ms. Buono said continued testing is being done at the old Associated Electric site as we gear up to place the property out for bid for demolition. She asked the Board if they wanted to interview contractors who bid for the job or if they feel that’s not necessary. The Board did not feel they needed to do interviews since Ms. Buono said the Department of Environmental Services (DES) will know of the contractors. Ms. Buono said there are items in the building that people are interested in, and she asked the Selectmen how they want to handle this. The Selectmen agreed to move forward and sell the items of interest by placing them out.

13. WOODS WOOLEN MILL

Ms. Buono reported that the reclamation plans are moving forward for Woods Woolen Mills and that we have been approved for an additional \$150,000 for the project. She said there will be a public meeting about the project at a future Board meeting.

14. COMMUNITY POWER

Selectman Pelletier reported he saw the proposed numbers for the new 1-, 2- & 3-year contracts for Community Power but the rates are not final yet. He said it is recommended to go with the 3-year rate when the time comes since that yields a better savings. Ms. Buono said initially the rate may be higher than Eversource but will then end up lower since Eversource is set to experience an increase soon. The final prices will be coming out next week and at that time, the renewal contract will need to be signed by either Selectman Pellitier or if he is not available, by Ms. Buono. Chairman Bailey made a motion to authorize either Ms. Buono or Selectman Pelletier to sign the agreement with Community Power for 3 years. Selectwoman Campbell seconded the motion, all were in favor, the motion passed.

15. WATER & SEWER

Selectman Pelletier talked about partnering with the Water & Sewer Commission and put before the voters a warrant article for \$1,000,000, half paid for by the town and half paid for by water & sewer, for a complete engineering study of the sewer infrastructure to see what the total picture is to work on eliminating the ground water infiltration. He said that once the cost is learned, the Town could apply to the state for financial assistance with the town contributing 25% and water and sewer 25%. A meeting will be arranged sometime in October with Water & Sewer. Selectman Pelletier wants it to be clear to water & sewer that the town is partnering, 50/50.

Ms. Buono, she received an email from the State about the funding water & sewer applied for and that she signed since the W&S Department cannot borrow funds or apply for grants independently, that stated the money for the Park & Whittemore Project is slated for 2027. She said that since she doesn't typically work with that fund, she is unclear as how this plays out since the project is slated for 2025/2026.

Meeting adjourned at 8:06 pm

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

James C. Bailey, III, Chairman

Iris Campbell, Selectwoman

Richard Pelletier, Selectman