

**Board of Selectmen  
Meeting Minutes  
December 28, 2022**

Present: James Bailey, Chairman; Iris Campbell, Selectwoman; Laura Buono, Town Administrator.

In Attendance: Pat & Glenn Mathison, Brett Cherrington, Dave Lewis, Riche' Colcombe

Pledge of allegiance was stated.

**1. OPEN SESSION**

A. Glen Mathison from 24 Church Street received a certified letter from the Building Inspector that cites 30 days to clean up his property. This letter is a second attempt. Mr. Mathison, after explaining his circumstances is before the Board asking for an extension to the 30 days. Ms. Buono said since the Building Inspector sent the certified letter, she advised Mr. Mathison to create a timeline for the Building Inspector to review and agree upon. Mr. Mathison is concerned about the fines that could be sustained. Ms. Buono will send an email to the Building Inspector saying Mr. Mathison met with the Board on December 28<sup>th</sup> advising him to meet with the Building Inspector to discuss a plan.

B. Brett Cherrington, Chairman of the Energy Commission met with the Board regarding the congestion and mitigation, air quality funding that they have been actively working on. Brett is in the process of completing the application and needs a letter of support from the Board. Ms. Buono will draft such a letter. The funding is for 2025, deadline for the submission is January 6, 2023.

C. Dave Lewis, Water Commissioner, asked about the status on the sidewalk project. Ms. Buono said the plans have been submitted to the Department of Transportation. Dave said he is hoping the plans show the storm water elements have been moved off the sewer lands. Ms. Buono said she can ask the engineers to send the submitted plans to the Commissioner's.

The second concern is the allocation ARPA (American Rescue Plan Act) funding for the projects they have. Dave asked if the Board has talked about how the funding will be allocated. The Board is aware of the projects presented by the Commissioner's, and it seems like a good place to start by upgrading the infrastructure. Dave said the Commissioners would like to have the design permitting/surveying next year and potentially go to bid next winter for a build in 2024. Dave will be submitting an updated design cost around February.

**2. PUBLIC HEARING – ACCEPTANCE OF FUNDS**

Chairman Bailey opened the public hearing for unanticipated revenue and donations at 6:35 p.m.

- A. Block Grant Aid from the State of NH in the amount of \$153,193.69
- B. Bridge Aid from the State of NH in the amount of \$212,658.00
- C. Reeds Ferry Gazebo from the Hillsborough Masons estimated at \$16,558.00

**Public Comment**

Riche' Colcombe asked what the Block Grant is for. It was explained that the grant money is for roads. Ms. Buono said the Block and Bridge Aid amounts will be on the warrant in 2023 offsetting the amount for roads in the amount of \$350,000 and a bridge project that is on the red list. Riche' also requested the Board to obtain competitive bids for these projects. Ms. Buono explained that the Town goes out to bid for the road projects each year.

With no further questions, Chairman Bailey closed the public hearing at 6:41 p.m.

Chairman Bailey made a motion to accept:

- A. Block Grant Aid from the State of NH in the amount of \$153,193.69
- B. Bridge Aid from the State of NH in the amount of \$212,658.00
- C. Reeds Ferry Gazebo from the Hillsborough Masons estimated at \$16,558.00

Selectwoman Campbell asked if the Block Aid should be labeled Highway Block Grant Aid. Ms. Buono explained the Highway Block Grant Aid is different from the Block Grant Aid. Selectwoman Campbell seconded the motion, the motion passed.

### **3. MANIFEST**

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 18148 – 18183 a/k/a Vouchers 51 & 52 in the amount of \$212,616.37 (includes 242 direct deposit stubs) and Accounts Payable Check numbers 028519 a/k/a Vouchers 45 in the amount of \$1,800.00.

### **4. ENCUMBERANCE**

Ms. Buono said the only encumbrance she has for the Board to act on is for the police cruiser in the amount of \$59,576 which was ordered in 2022, but has not yet been received. Chairman Bailey made a motion to encumber \$59,576 for a cruiser. Selectwoman Campbell seconded the motion, the motion passed.

### **5. OTHER BUSINESS**

- A. Ms. Buono said she sent a request for proposal for grant writing which will be paid for by the grant. This grant (Community Development Block Grant) is for the new affordable housing development on W. Main St. Riche' Colcombe asked why the town is involved with this housing development. Ms. Buono explained based on a qualified applicant for CDBG funds, the town technically loans the money to the developer from the grant. The town also receives \$25,000 for managing the grant. Ms. Colcombe asked if the town can apply for CDBG funds. Ms. Buono explained Hillsborough, based on the makeup of our population, they have been told that Hillsborough does not meet the standards for a CDBG.
- B. Selectwoman Campbell provided information about a property that has several possible unregistered vehicles.

### **6. ADJOURNMENT**

Chairman Bailey made a motion to adjourn the meeting which was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

A true record

Mary Whalen  
Recording Secretary

Date: \_\_\_\_\_

Approved by:  
Hillsborough Selectboard

\_\_\_\_\_  
James C. Bailey, III, Chairman

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Iris Campbell, Selectwoman

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Richard Pelletier, Selectman