

**Board of Selectmen
Meeting Minutes
May 13, 2025**

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

Others present: Joyce Bosse, Riche' Colcombe, Ernie Butler, Dennis Yeaton, John Segedy, Marc Colcombe, Penny Griffin

Meeting opened at 6:00 pm

1. PUBLIC COMMENT

No comments received.

2. MEETING MINUTES

Chairman Bailey made a motion to accept the meeting minutes dated April 23, 2025. Selectman Pelletier seconded the motion, the motion passed.

3. CONSENT AGENDA

Chairman Bailey made a motion to approve the Consent Agenda for May 13, 2025. Selectman Pelletier seconded the motion, the motion passed.

- Excavation Tax – Map 7 Lot 71 \$243.96; Map 10 Lot 44 \$150.74
- Pole Licenses – Lot 133 Henniker St
- Solar Energy Exemption – Map 8 Lot 39
- Tax Anticipation Note Paperwork

4. MANIFEST

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 20108 – 20144 a/k/a Vouchers 18, 19 & 20 in the amount of \$328,414.59 (includes 336 direct deposit stubs) and Accounts Payable Check numbers 033790 – 033890 a/k/a Voucher 16, 17 & 18 in the amount of \$373,485.38. Selectman Pelletier seconded the motion, the motion passed.

5. PAVING BIDS

Road Agent Ernie Butler read off the bids that were received for 2025 Paving:

- GMI \$278,257
- Buzbee \$256,528
- Allstate \$222,250
- Pike \$215,299
- Advance \$213,000
- Continental \$209,000

Mr. Butler is recommending Pike due to the tonnage cost. Often times the tonnage amounts are changed as paving projects are done, so going with the company who has the lower cost per ton will save money overall.

Chairman Bailey made a motion to accept the bid submitted by Pike for \$215,299. Selectman Pelletier seconded the motion. He also asked what is being paved. Mr. Butler said Second NH Turnpike. The motion passed.

6. 104 BIBLE HILL ROAD – TREES

Mr. Seymour had met with the Board at their April 23rd meeting with a complaint that the highway department trimmed 4 of his trees that were along the roadside and which the branches had grown out into the road. The trimming was done due to several complaints from motorists over the tree branches scratching their cars when they drove by. Mr. Seymour asked for those trees to be replaced. Ms. Buono reported that an arborist, Brian Johnson consulted with Ernie Butler about the trimming that was done and his opinion on whether or not the trees are worth the property on Bible Hill Road and spoke with the Road Agent. Mr. Johnson said the way the trees were trimmed was correct, they go dormant once they are cut and will come back the next year. But the arborist had concerns about where the trees are planted because there are other trees overshadowing them and that is not an ideal growing environment, and the trees will only grow to a certain height. A letter will be sent to the property owner explaining the arborist's findings and if the trees don't come back in a year, the Board will revisit the situation.

7. JONES ROAD

Riche' Colcombe came before the Board again to talk about her driveway culvert that continues to get blocked with road material from the dirt road she lives on. She said that due to work that was done on that section of Jones Road a couple of years ago when the road was washed out, the water sheds off differently causing an issue by her property. She shared photos of the recent rain events and how the road drainage is affecting her property. Ms. Colcombe said her husband used his tractor to dig out in front of the culvert and it is now open, which he thought wouldn't happen. Mr. Butler said the road crew cleaned that culvert out on Monday (5/12) when they were grading the road. Mr. Colcombe spoke and said the culvert constantly fills up with road material and the water won't flow through. Mr. Butler said it fills up due to the type of material that is there. Mr. Colcombe asked about putting rip rap in the culvert to help alleviate the problem. Mr. Butler said that wouldn't work in an area like this because over time, the rip rap catches leaves and sticks and the water ends up not flowing through. At the conclusion of the discussion, Mr. Butler said he would meet with Mr. Colcombe at the property the following morning to discuss potential solutions.

8. WHITTEMORE & PARK STREET PROJECT

The Water & Sewer Commissioners met with the Selectboard to discuss the Whittemore/Park Street Project. Commission Chairman, Peter Mellen began by apologizing to the Selectmen for the impression the Board had when the Selectmen made the \$700,000 commitment to the Whittemore and Park Street project, believing that was the limit of the Town's commitment. He said the additional funding requested by the Commission came as a surprise to the Selectmen (\$400,000) due to a communication failure. Chairman Bailey asked why the drainage on the project was pushed over at 100% to the Town's portion of the project instead of being left as it had been broken down between the two departments previously. Mr. Mellen said in his opinion the drainage is the towns; it's not the water & sewer department's responsibility just as the road is the

towns. He said initially the engineer had water & sewer paying for part of the road as well. Commissioner Dave Lewis said that change was partly due to the State Aid Grant application. The State looked at the project as one owner and one funding source, but that was not the case. MR. Lewis said after reviewing the comments on the application, he replied to the State and had copied the email to the Town Administrator and the Water & Sewer secretary showing that the State put all the drainage cost to the town. Ms. Buono said to simply copy her on an email between Mr. Lewis and the State on something that is not a Town project and not anything she is involved in for planning purposes, along with knowing that the Selectboard had only committed a certain amount of money toward the entire project no matter what columns you put items in, would not have made her assume the Commissioners now wanted more money from the Town.

Chairman Bailey said if this cost was explained to the Selectmen at that time, maybe something could have been worked out. He said it's a water & sewer project; the drainage is there and there is nothing wrong with the drainage. Mr. Lewis said that only applies to Whittemore Street, but there is extensive drainage planned for Park Place. Chairman Bailey said his concern is why the drainage cost is 100% on the town if this is a joint project. Mr. Lewis said he views this project as a joint project that involves doing water, sewer, drainage and road. He said the Commissioners have always looked at it as they would pay for the water & sewer and the town would pay for the drainage and the road. Ms. Buono said that means that even though the Selectmen only committed \$700,000 toward the entire project, the Commissioners have decided differently. Selectwoman Campbell said for the Commissioners to come to the Selectmen two days after Town Meeting asking for another \$400,000, was a missed opportunity to place a warrant article before the voters for the funds. Chairman Bailey reminded everyone that the cost to pave the road was also provided by the town in the amount of \$89,000.00.

Commissioner Chairman Peter Mellen said the bids came in within the anticipated scope and they would like to take advantage of the current cost of the project. He said the commission has sufficient funds to cover the project in their reserves that they can use but would like a commitment from the Selectmen to present a warrant article at the next town meeting to reimburse the water & sewer commission for those funds. Chairman Bailey made a motion to commit to a \$400,000 warrant article for the 2026 Town Meeting to reimburse water & sewer Whittemore St., Park St., Park Place and Henniker St. Selectman Pelletier seconded the motion, the motion passed.

Mr. Mellen asked if the Board could designate someone to be the main contact during the project in order to make decisions that cannot wait for a regular board meeting. Ms. Buono commented that financial decisions should come before the Board though. Chairman Bailey said he could act as the contact. Selectman Pelletier made a motion to authorize Chairman Bailey to be the liaison and act on behalf of the Board regarding construction matters for Whittemore, Park Streets, Park Place and Henniker Street water & sewer project. Selectwoman Campbell seconded the motion, the motion passed.

It was also mentioned that the engineer for this project will speak to the contractor to see if the contractor is willing to work with homeowners to hook up sump pumps during construction. An informational meeting on the project will also be arranged for the public.

9. TRUSTEES OF THE TRUST FUNDS

Trustee of Trust Fund Member, Riche' Colcombe informed the Selectmen that the Treasurer for the Trustees is resigning at the end of this year, and they will need to find someone else to do the work that he is currently doing for them.

10. LIVE STREAMING MEETINGS

Riche' Colcombe asked the Board if there is any progress towards live streaming the Selectmen's meetings. Ms. Buono said that due to her workload, she has not started on that project yet but has the goal to have the planning done during the summer so that it can be implemented soon after.

11. 94 HALL ROAD

Ms. Buono said there is a health inspector issue at 94 Hall Road that requires some legal assistance however, the Town's attorney has a conflict of interest, and they need to have another attorney handle the case. She said they contacted Atty. Boldt who handles our land use issues for this case which they would be happy to do, but when they sent the agreement paperwork over, they listed Chairman Baily's name on it so it will need his signature. Chairman Bailey made a motion authorizing the Chairman, James Bailey, III to sign the agreement with DTC Lawyers to represent the town on 94 Hall Road. Selectwoman Campbell seconded the motion the motion passed.

12. OHRV LAW ENFORCEMENT GRANT – NH FISH & GAME

Ms. Buono presented the Board with a police grant is for OHRV Enforcement through Fish & Game, which is one that the police typically get on an annual basis. The Grant is in the amount of \$2,520.00, and the Board will need a motion to authorize the Chairman to sign the paperwork. Selectman Pelletier made a motion to authorize the Chairman, James Bailey, III to sign the law enforcement grant. Selectwoman Campbell seconded the motion, the motion passed.

13. GRANT ADMINISTRATOR

Ms. Buono advised the Board that she has a meeting with an experienced grant administrator to talk about assisting with some of the grant work that has been consuming her time. She said the grant consultant fees can be paid for out of the grants that she assists with when they are applied for. The Brownfield grant application for the old Associated Electric property will definitely be one that assistance will be needed on, as well as future required reporting on a few grants we already have.

14. WHITTEMORE & PARK PROJECT

Selectman Pelletier asked how the town will help with the cost for the residents that need to tie into the drainage line since those costs are not part of the amounts that the Commissioners have provided for the Whittemore/Park Street Project. Ms. Buono said the cost can be paid from the infrastructure capital reserve fund and the set up a better assessment for the property owners to pay the funds back over a specific amount of time in order to replace those funds.

15. NONPUBLIC SESSION

Riche' Colcombe requested a nonpublic session regarding the comments made by the Road Agent at this meeting.

Chairman Bailey made a motion to go into nonpublic session at 8:05 p.m. under RSA 91-A: 3 II (c) Reputation. Selectman Pelletier seconded the motion. Roll call vote: Bailey – yes, Campbell – yes, Pelletier – yes. The motion passed.

In attendance: Chairman Bailey, Selectwoman Campbell, Selectman Pelletier, Town Administrator Laura Buono and Riche' Colcombe.

Ms. Colcombe spoke with the Board about the exchange of words she and Mr. Butler had during the regular portion of the meeting.

Chairman Bailey made a motion to come out of nonpublic session at 8:10 p.m. Selectman Pelletier seconded the motion. Roll call vote: Bailey – yes, Campbell – yes, Pelletier – yes. The motion passed.

Meeting adjourned at 8:10 pm

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

James C. Bailey, III, Chairman

Iris Campbell, Selectwoman

Richard Pelletier, Selectman