

**Board of Selectmen  
Meeting Minutes  
August 27, 2025**

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

Others present: Joan Rich, Kris Stenberg, Riche' Colcombe

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

**1. PUBLIC COMMENT**

No comments.

**2. MEETING MINUTES**

Chairman Bailey made a motion to approve the meeting minutes dated August 13, 2025. Selectman Pelletier seconded the motion, the motion passed.

**3. CONSENT AGENDA**

Chairman Bailey made a motion to approve the Consent Agenda for August 27, 2025. Selectman Pelletier seconded the motion, the motion passed.

- Intent to Cut = Map 3 Lot 4 Kimball Road

**4. MANIFEST**

Chairman Bailey made the motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 20463 – 20500 a/k/a Vouchers 34, 35 & 35A in the amount of \$250,730.08 (includes 247 direct deposit stubs) and Accounts Payable Check numbers 034428 – 034512 a/k/a Voucher 30 & 31 in the amount of \$238,790.37. Selectman Pelletier seconded the motion, the motion passed.

**5. WOODS WOOLEN MILL – CLEAN UP ALTERNATIVES AND REMEDIAL ACTION PLAN**

Chairman Bailey said the Board is gathering public comments on the Draft Analysis of Brownfields Clean-Up Alternatives and the Remedial Action Plan documents. The documents are being submitted to the US Environmental Protection Agency and the NH Department of Environmental Services to conduct cleanup activities at the former Woods Woolen Mill located at 23 – 25 West Mill Street. The mill site operated as a textile mill and railroad from 1880 to the mid 1980's that included seven buildings to support the manufacturing of textiles. The cleanup consists of a combination of excavation and off-site disposal of impacted materials and floodplain restoration. Documents are available online at the NHDES One Stop Database using Site ID#199909015 and at the town offices. Comments may be submitted in writing until 4 pm, Wednesday, September 24, 2025. Ms. Buono outlined the process that has taken place so far at the site. She said the last structures were taken down by EPA as a clean-up project since the boiler house had begun to fall in on itself. There are two grants totaling around \$400,000 for the purpose

of reclamation of the property. The area will be used as a park and green space for the public to enjoy and is anticipated to have a couple of tables and a board that outlines the history of the site,

## **6. DEPARTMENT OF TRANSPORTATION 10-YEAR PLAN**

State Representative, Riche' Colcombe asked the Board if they would like her to advocate for the Department of Transportation to reconsider the ten-year plan and put one project ahead of the other. The projects she is referring to Henniker Street sidewalks (Complete Streets) and the roundabout the State is proposing on 202 by the corner store. The Board favors the sidewalks on Henniker Street over the roundabout.

## **7. CONSULTING AGREEMENT – BROWNSFIELD GRANT**

Ms. Buono presented an agreement from Nancy Merrill to the Board for consultant work on the upcoming Brownsfield Grant for 171 West Main Street a/k/a Associated Electric Property. Previously the Board approved moving forward with hiring Ms. Merrill for the purpose of applying for the grant. Ms. Buono said that Ms. Merrill anticipates that the fee will not exceed \$2,000 for these services. Although Ms. Buono had already asked for permission to contract with Ms. Merrill, she wanted to bring the cost forward before signing. The Board authorized Ms. Buono to move forward.

## **8. JONES ROAD – SCENIC ROAD**

Ms. Buono talked about an email that she and the Board had received regarding Jones Road from a couple of the residents who are upset about road work that was done to repair washouts and drainage on that road. She said that although the law is clear about work being allowed on a scenic road and that the only instance it needs to be approved by either the Planning Board or Board of Selectmen being when trees and/or stone walls are removed, she is recommending this issue be sent to our land use attorney to handle and respond. The Board agreed with the recommendation.

## **9. ASSOCIATED ELECTRIC SITE**

Ms. Buono reported that UCONN-TAB (University of Connecticut) will be sending the Reuse Assessment presentation that they gave via Zoom on Friday so that the Board can take a look. She said they did a very good job on placing the municipal buildings that the Board had envisioned on the site. Chairman Bailey asked if they included a road to access Municipal Drive. Ms. Buono said they did and they included ample parking as well as a road exclusively for emergency vehicles so that the public has their own entrance and exit from the site without mixing the two. When the plans are received, Ms. Buono will forward them to the Board.

## **10. SIDEWALK PROJECT**

Ms. Buono said Requests for Qualifications (RFQ) for Construction Engineers for the West Main Street sidewalk project are due to the Town on August 28<sup>th</sup>. She said at this time she is aware of two firms who are expected to submit RFQs. Once they are received, interviews will be set up with each.

## **11. WATER & SEWER**

Ms. Buono received confirmation that the Commissioners will be attending the Selectmen's October 8<sup>th</sup> meeting to talk about the system upgrades.

## **12. DEERING WITHDRAWAL FROM HILLBOROUGH-DEERING CO-OP.**

Selectman Pelletier reported the committee created a questionnaire that will be distributed at the Town Hall and Library as well as on-line.

## **13. NONPUBLIC**

Riche' Colcombe asked the Board what their decision was regarding her request for them to reconsider their decision about an employee that she requested in nonpublic session.

Chairman Bailey made a motion to go into nonpublic session at 6:46 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, Riche' Colcombe.

The Board decided that in spite of the request for reconsideration from Ms. Colcombe, they would stay with their original decision.

Chairman Bailey made a motion to come out of nonpublic session at 7:00 p.m. Selectman Pelletier seconded the motion. Roll call vote: Bailey – yes, Campbell – yes, Pelletier – yes. The motion passed.

Meeting adjourned at 7:00 pm

A true record  
Mary Whalen  
Recording Secretary

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

Approved by:  
Hillsborough Selectboard

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James C. Bailey, III, Chairman

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Iris Campbell, Selectwoman

\_\_\_\_\_  
Richard Pelletier, Selectman