

**Board of Selectmen
Meeting Minutes
November 25, 2025**

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

Others present: Riche' Colcombe, Kim Opperman, Mike Tardiff, Robyn Payson

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

1. PUBLIC COMMENT

17 West Main: Kim Opperman presented a plan to redo the top floor apartments of his building on West Main Street. He said he is required to add a sprinkler system to both new apartments because they are situated on the fourth floor. He is interested in the Community Development Block Grant (CDBG) for this project, but he needs the Board to support it for this project since the Town has to administer the grant funds. Chairman Bailey explained to the audience for clarification purposes that the CDBG is funding through the state, and the town is the overseer of the funding and receives a fee for administering the funding as part of the grant. There has been some misinformation circulating about a CDBG. The Board reviewed the plans as submitted and Chairman Bailey made a motion supporting the CDBG process for Kim Opperman for 17 West Main St. Selectman Pelletier seconded the motion, the motion passed.

2. MEETING MINUTES

Chairman Bailey made a motion to approve the meeting minutes dated November 12, 2025. Selectman Pelletier seconded the motion, the motion passed.

3. CONSENT AGENDA

Chairman Bailey made a motion to approve the Consent Agenda for November 25, 2025. Selectman Pelletier seconded the motion, the motion passed.

- 2025 DRA form MS1
- Cemetery Deed – Hazzard (Harvey Memorial Cemetery)
- Veterans Exemption – Map 17 Lot 42
- Class VI Road Agreement – Richard/Michelle Wildenberger for 19 Sleeper Road

4. MANIFEST

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 20653 – 20689 a/k/a Vouchers 47 & 48 in the amount of \$252,665.00 (includes 238 direct deposit stubs) and Accounts Payable Check numbers 034901 – 034953 a/k/a Voucher 38 in the amount of \$225,932.76. Selectman Pelletier seconded the motion, the motion passed.

5. 171 WEST MAIN STREET A/K/A ASSOCIATED ELECTRIC

Ms. Buono reported the demolition of the buildings at 171 W. Main Street is moving along, and any residual hazardous material from within the buildings has been removed. The buildings will begin coming down next week. The project should be completed by mid-to-late December.

6. WEST MAIN STREET SIDEWALK PROJECT

Ms. Buono said the state has approved the construction engineer that was recommended by the Town for the West Main Street Sidewalk Project. She said the next step is to negotiate the cost for those services. The project will be going out to bid within the next couple of weeks which will give us the final price in January 2026 so that we know if we need to raise additional funds to finish the project. Construction will begin in the spring.

7. WOODS WOOLEN MILL SITE – MILL STREET

Ms. Buono said the reclamation project is on schedule with the project being advertised for bid in December.

8. 2026 BUDGET

Ms. Buono said the proposed 2026 budget should be ready for the Selectmen to view by the December 23rd BOS Meeting. After, the meetings with the department heads will begin during the regular Board meetings.

9. LIVE STREAMING OF MEETINGS

Ms. Buono said that she needs to have IT look at the laptop that will be used for the live streaming process, and the plan is for the next meeting to be live streamed (December 9th).

10. PARK & WHITEMORE STREETS – WATER/SEWER PROJECT

Chairman Bailey reported the Park and Whittemore Street project will be completed next week for the winter. He said the topcoat on the road will be done in the spring. A final walk-through will take place on December 4th.

11. HILLSBORO-DEERING SCHOOL DISTRICT

Selectman Pelletier reported the committee will not be meeting again for the Deering withdrawal until early next year. The original co-operative agreement that was created in 1954 needs to be located and is holding up moving forward. If the agreement cannot be located another will need to be created.

Selectwoman Campbell asked if Deering is considering a contract with the school that does not include special education. Selectman Pelletier does not know if they have, it was talked about at the last meeting, and he said he advised Deering to look very carefully at that.

12. TOWN OF DEERING

Ms. Buono updated the Board on the Transfer Station and Recreation Contracts between Hillsborough and the Town of Deering for both the Transfer Station and Recreation. She said she

had submitted updated contracts to the last four Deering Town Administrators, but they were never processed before each of them resigned. She said it was never an issue that the contracts were not updated since Deering continued to pay the invoices that were sent to them each year. The transfer station contract is based on a formula utilizing the operating and capital budgets. She said she met with the current Deering Town Administrator this past summer for about two hours to talk about the two contracts as well as the transfer station stickers, after both their Treasurer and Deputy Treasurer wouldn't sign the check for Recreation because an updated signed contract wasn't in place. She again provided copies of the contracts; however, after they were not signed for months, Ms. Buono followed up and asked about them again. After that, the Transfer Station contract was finally signed but they are still holding out on the Recreation contract because they are apparently upset that Deering residents are charged \$4.00 to enter Manahan Park as all non-residents are. Ms. Buono suggested that if the Deering Selectboard wants to send forward a proposal, they should do so but if nothing is in place as of January 1st, Deering residents will be charged the non-resident rate for all recreation programs since there is no guarantee the rate that has been in place for many, many years will be paid.

13. PUBLIC HEARING – ECONOMIC REVITALIZATION ZONES

Chairman Bailey opened the public hearing up at 6:30 pm

Presenters are Mike Tardiff and Bridgett Beckwith from the Regional Planning Commission.

Mr. Tardiff said he has been working with the Economic Development Commission and has developed a plan for business incentives and one of the implementation measures was to use the Economic Revitalization Zone Program. Four zones are being proposed, the process involves a public hearing and the Selectboard applies for the four zones to the Business and Economic Affairs (BEA) and if done so in this calendar year folks in the designated zones would be eligible for this tax year.

Ms. Beckwith explained the designated zones where businesses will be located that can revitalize their business in some ways. If there is capital investment and new incremental job creation those businesses would qualify for the program at no cost to the taxpayers. This is a tax credit program; the State provides \$825,000 for this program.

Public Comments:

Riche' Colcombe asked if a fuel company in town that purchases a new truck and hires an employee, does that qualify. Ms. Beckwith said yes, it does qualify.

Ms. Colcombe asked if this is approved by the end of this year, will businesses be eligible? Ms. Beckwith said yes.

John Kergil mentioned there is a 100-acre parcel on route 202 leaving Hillsborough which is not included in the revitalization zone. It was clarified that parcel John referenced is on the revitalization zone. John commented that Hillsborough needs a reason for people to come to Hillsborough other than passing through to go to somewhere else. Chairman Bailey said the town is doing a lot to bring businesses in such as creating a TIF District, RSA79-E was created for downtown to encourage businesses into town, and the revitalization is another piece of the puzzle.

Ms. Colcombe asked if there is a downside to the taxpayers for allowing these credits. Ms. Beckwith said she would provide a letter to the business owner who would provide it to their accountant, and the accountant reduces the business enterprise tax.

Adam Mosher asked what puts some of the businesses in the zone and some out. Ms. Beckwith said if there is a property that is felt should be in the zone anyone can reach out to the EDC to add a property. The property Mr. Mosher is talking about is where Taco Beyondo is. Mr. Tardiff said this is the venue to suggest such a change, there is time to add a fifth area for consideration at the next meeting. Chairman Bailey feels this property should be added.

Ms. Beckwith recommended to the Board first approve the first 4 zones and then Mr. Tardiff will come back to the Board in December after meeting with the EDC regarding the fifth zone.

George Ingalls is a resident in the middle of a zone will this affect his property. Ms. Beckwith explained that the zone will not have an impact on residential property.

Chairman Bailey closed the public at 7:07 pm

Chairman Bailey made a motion to accept the proposed four Economic Revitalization Zones Gateway, W. Main Street, Route 202/149, downtown and Henniker St. Selectman Pelletier seconded the motion, the motion passed.

Meeting adjourned at 7:15 pm

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

James C. Bailey, III, Chairman

Iris Campbell, Selectwoman

Richard Pelletier, Selectman



Economic Revitalization Zone Tax Credits FAQs

How do I qualify for a tax credit?

Create one or more new full time incremental job(s) and have capital investment in your business during a calendar year.

The capital investment is also referred to as a project and every project is unique. Typical projects or capital investment consist of new construction, renovation, expansion or new equipment.

If you have any questions on whether something is considered capital investment you can check with your accountant or call the tax incentive program manager listed below.

- The calendar year eligible will always be the most recent January-December time period. For example, if you are submitting in February 2021, all submitted materials should be for calendar year 2020.

What if my project happened over more than one year?

You could be eligible to apply for a credit more than one year. You need capital investment and new incremental jobs in any calendar year to qualify. Look to see if the project will allow you to align any new hired employees to match up with the capital investment in each year the project took place.

When must I submit my application?

All submissions **must be postmarked on or before February 10 each year, with no exceptions**. There are no retroactive credits for prior years.

What do I need to provide?

A completed application. Please fill out all three pages completely:

Section A: business information including the business EIN # and brief description of project. Invoices are required as verification of the project. A spreadsheet or documents summarizing total costs to correspond with project invoices is recommended.

Remember eligible invoices are only those dated within the calendar year being considered. Prior year invoices will not be eligible. The only exception is equipment that must be ordered in advance and not placed in service until it will be delivered within the eligible calendar year. Verification must be provided.

Section B: New full time job creation. These are annualized wages. Even if you hire employees in December, please calculate and submit what the employee wages would be for a full year.

Section C: Initial and sign.

For more information, please contact the program manager Bridgett Beckwith, whose contact information is below.

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