

**Board of Selectmen
Meeting Minutes
August 12, 2026**

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

At the opening of the meeting the pledge of allegiance was recited.

Others present: Jennifer Schamel, Michael Schamel, Mark Murdough, Laurie Jutzi, Tom McClure, Larry Baker, Austin Cottle, Tim Morehouse, Melissa Taber, Brett Taber, Max Stewart, Pete Lawlor, Christa Liquori, Leigh Bosse

1. PUBLIC COMMENT

Jennifer Schame and Michael Schamel from 280 Bear Hill Road: Ms. Schamel said she feels the assessors' page on the town's website should provide a clear description of the assessment process and links to resources, but it does not. Ms. Schamel provided a list of recommendations and websites with examples and resources. Examples can be found on the Henniker, Moultonborough and Hanover assessor web pages. In the future if Ms. Schamel and Mr. Schamel find more resources they will bring them forward to the Selectmen.

2. LOCAL STATE REPRESENTATIVE CANDIDATES: LARRY BAKER, TIM MOREHOUSE, AUSTIN COTTLE

Larry Baker said they are running as State Representative for this district and are before the Selectmen for questions and answers. One of the reps asked the Selectmen for ideas they can look at when they get into office. Ms. Buono said she would like to see an end to the State cutting revenues to municipalities as well as statewide zoning legislation. Selectman Bailey said another hot issue is school funding the state provides. Ms. Buono said another revenue that would be an advantage to every community is NH Retirement. She said the State took away 35% that was written into legislation and although years ago they voted to bring back 20% of that, they have yet to fund it in the State budget.

3. TRANSITION FROM STANDARD POWER TO PRIORITY POWER

Peter Lawlor from Priority Power introduced himself and said Priority Power has acquired Standard Power which is the company responsible for putting the community power plan in place. He said Priority Power will now administer that plan, and current billing and options will remain in place as previously decided until it's time to update them.

4. TOWN PROPERTY MAINTENANCE

Tom McClure had comments regarding the maintenance of town buildings one being the interior of the Center Club House, he feels the structure should not be rented out. Also, there is a huge ash tree near the building that needs to be looked at. Mr. McClure mentioned the need to paint the roof on the fire house tower, and the need to resolve the weeds that are growing up through the sidewalks in the downtown area. He feels there is not enough attention being paid to the town's property. Mr. McClure talked to the Selectmen about the Manahan bathhouse; he showed the Selectmen some current pictures of the interior of the bathroom that was taken at 10:00 this morning, claiming that it shows that the bathrooms don't get cleaned. He said when there was a Parks Board, things were taken care of. Mr. McClure talked to the Board about the recent request for proposal for a new bath house at Manahan and feels the RFP is not adequate and recommends the town spend money on an architectural

drawing along with research done on the current septic and water systems. Mr. McClure requested the Selectmen not put the current RFP out to bid. Selectman Bailey said the intent of the RFP was to obtain a ballpark figure on the cost of replacement. Mark Murdough also commented on the RFP and stated he feels it lacks information and feels a proper cost cannot be achieved the way the RFP is worded. Selectman Bailey said the Board was looking for the process to get started. Christa Liquori, who has worked at Manahan for the last 11 years said during that time there have been no improvements to the building and that a new building, water and septic is needed. There are new options for funding and to apply for those funds a rough estimate of replacement is needed.

Mr. McClure requested the bathrooms be cleaned on a regular basis. Christa Liquori said the lifeguards do clean the bathrooms on a regular basis; the condition of the building is a separate issue and because of the condition, when the bathrooms are cleaned, they don't look cleaned. Ms. Buono said this discussion is making it sound like nobody is doing anything and that is not the case.

The Selectmen talked about pulling the RFP and hiring an engineer, including what will be needed to update the septic and the well. Ms. Buono said the Board should talk about putting a plan together if this is not the direction they want to go. She said the Parks Director brought the RFP before the Selectmen three times asking for their input and added what the Board wanted in it before posting. A resident explained to the Selectmen that the town can obtain the information regarding what is needed for the well and septic, that way, the engineer concentrates only on the building. After discussion the Selectmen will seek a septic designer, a well-installer and an engineer for the building. Selectman Pelletier made a motion to withdraw the current Manahan Bath House RFP. Selectman Bailey seconded the motion, the motion passed.

5. MEETING MINUTES

Approval of the July 22nd meeting minutes was postponed until the next Board meeting.

6. MANIFEST

Chairman Campbell made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 21248 – 21322 a/k/a Vouchers 31, 32, 32A, 33 in the amount of \$421,255.47 (includes 339 direct deposit stubs) and Accounts Payable Check number 036353 – 036488 a/k/a Voucher 32, 33, 34 in the amount of \$1,991,881.76. Selectman Bailey seconded the motion, the motion passed.

** A/P Checks include payments:

- Ossipee Mountain Electronics from the Fire Equipment CRF in the amount of \$10,965.05 ck#036453
- HDSD in the amount of \$1,101,890.25

CONSENT AGENDA

Chairman Campbell made a motion to approve the Consent Agenda for August 12, 2026. Selectman Bailey seconded the motion, the motion passed.

- Intent to Cut – Map 6 Lots 38 & 40 Bog Road; Map 9 Lot 2 – Sank Knoll Road
- Elderly Exemption – Map 3 Lot 22 (Bocash); Map 3 Lot 22 (Vaillancourt)
- Veterans Tax Credit – Map 11J Lot 136
- Tax Refund – Map 20 Lot 10 \$2,679.00; Map 14 Lots 397 & 401 \$764.28

7. CONTRACTS FOR TRANSFER STATION SERVICES

Ms. Buono said at the last meeting the Selectmen asked for the costs for the Transfer Station budget per thousand as well as for fire and rescue as a formula for billing other communities for those services. A spreadsheet was provided to the Board.

- Fire/Rescue and capital reserve fund, minus the revenues received = .66 per thousand
- Transfer Station cost is .51 per thousand.

The Selectmen discussed multiplying that cost by the valuation of Deering and Windsor. Deering would be responsible for \$216,057.98. The method billed now Deering paid in 2025 \$92,759.51.

Windsor would be responsible for \$25,400.75 for fire/rescue and \$19,557.75 for the Transfer Station. The method billed now, Windsor paid \$34,524.66.

The Selectmen prefer using the cost per thousand versus population because it grows with the budget and will propose such when the current contracts run out.

Selectman Pelletier made a motion to adjust the Deering contract based on town valuation at the end of their current contract and adjust Windsor the same for the next budget season. Selectman Bailey seconded the motion, the motion passed.

8. REIMBURSEMENT FROM CAPITAL RESERVE FUNDS

Ms. Buono said the Selectmen and herself received a long email from the Chairman of the Trustees of the Trust Funds (TTF), Riche' Colcombe (Ms. Buono noted that the email was from one member of the TTF's). In the email it was pointed out by Ms. Colcombe that she was speaking as the Chairman of the TTF, however, the authority of the Chairman's position is in the running of the meetings. One member of any committee has no authority even if they are the Chairman.

Ms. Buono said as a Town, reimbursement requests were submitted to TTF for money that has been spent. For many years the same information has been submitted to the TTF showing what was paid, where it was paid out of, and with the manifest printout. Nothing more has ever been requested. The TTF Chairman apparently went to a training and based on what was written in an email from her she stated that "the Trustees have not received documentation of the Selectboards vote authorizing the expenditure" which they do since expenditures are listed on the manifest. Ms. Buono said if TTF wanted more information, which isn't a problem, they could have asked for more, but we haven't received any communication about this. Ms. Buono noted that this evening's Manifest motion spells out the check number within the manifest that is being paid from a capital reserve expense.

Ms. Buono said the TTF Chairman within in email she sent prior to the TTF meeting, questioned two expenditures as one member since it was not brought before the other Trustees. She said all the Trustees received a copy of the Town's requests for reimbursement, and it wasn't even mentioned at the TTF meeting. None of the members appeared to have even brought it up and no subsequent meeting to address the request was scheduled. Ms. Buono said she is not sure if it was because of the email from the Chairman stating she had questions as the reason the towns request was not discussed at the TTF meeting or not. Ms. Buono said the requests equal about \$100,000 that the Town could use since there are two big projects going on that we have to pay before the town can be reimbursed (sidewalk & Woods Woolen), and two of the requests that we asked reimbursement for from the Trustees, totaled about \$86,000 and was voted on at Town Meeting. Ms. Buono is concerned the Chairman of the TTF, who is questioning the way the town operates, made a decision on this as only one member which is not ethical and not how things should be done.

Selectman Bailey said he agrees with everything that has been said. Ms. Buono will be sending an email asking TTF to reconvene and address the town's requests in a timely manner, and it could have been completed at the already scheduled meeting. Ms. Buono went on to explain that the role of the Trustees is to make sure requests from funds meet the purpose of the funds that are being drawn from. She said in the future all capital expenses will be noted with the manifest motion vote so that it stands out.

9. SEASONAL PARKS MAINTANENCE

Ms. Buono talked to the Selectmen on how it is getting more difficult to hire seasonal help and is proposing creating another split full-time position, half on the highway, half at parks & recreation. The Selectmen agreed there is a need. Ms. Buono will move forward and include the cost in the 2027 budget.

Selectman Pelletier made a motion to include the new full-time position (highway/parks) in the 2027 budget contingent on the budget passing at town meeting. Selectman Bailey seconded the motion, the motion passed.

10. OTHER BUSINESS

Manahan Park - Selectman Pelletier talked to the Board about the cleanliness at Manahan and recommended the Parks Director create a plan to make sure the bathrooms are cleaned daily and any small maintenance items be addressed as they occur and to present that plan to the Selectmen soon. Ms. Buono will follow up.

Selectman Pelletier said he was approached by a resident who asked him if he had a guest with him going to Manahan, does the guest need to pay the admission fee. Selectman Pelletier told the resident he would speak to the Board. Selectman Pelletier himself does not feel a visiting guest at a Hillsborough residents' home should pay a fee. Ms. Buono said she will ask the Parks Director how that is handled. Selectman Pelletier would like further discussion at the next meeting. A resident asked how much revenue is brought in by the Manahan fee. That number was not available. Christa Liquori who works at Manahan said the revenue is worth collecting, over \$1,000 was collected the July 4 weekend. Christa also explained that if a child visiting is in a Hillsborough residents' car they will not be charged, but, if a visitor arrives in their own vehicle they will be charged. Selectman Pelletier asked if there should be a consistent policy. Christa said that would make it easier for her staff.

Selectman Pelletier made a motion if the driver of the vehicle is a Hillsborough resident the driver and all occupants will not be charged the entrance fee. Selectman Bailey seconded the motion, the motion passed.

Water & Sewer Projects: Selectman Pelletier said Water & Sewer was awarded \$750,000 for the Park and Whittemore Street projects. He confirmed the town will not receive a portion of that. Basically, the town paid over \$1,000,000 and Water & Sewer paid over \$300,000 because they received reimbursement.

Town Properties: Selectman Pelletier recommends creating a prioritized list of maintenance for town properties and begin working the list of priorities on a consistent basis.

Meeting adjourned at 8:25 pm

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

Iris Campbell, Chairman

James C. Bailey, III, Selectman

Richard Pelletier, Selectman