

# Community Involvement Plan



Former Woods Woolen Mill  
Hillsborough, New Hampshire

# Community Involvement Plan

## Former Woods Woolen Mill

23-25 West Mill Street  
Hillsborough, NH 03244

NHDES Site #199909015

Prepared by:

NHDES Brownfields  
Hazardous Waste Management Bureau



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## 1.0 Overview of the Community Involvement Plan

New Hampshire Department of Environmental Services (NHDES) has prepared this Community Involvement Plan (CIP) to support the remedial action at the Former Woods Woolen Mill site (Site), in Hillsborough, New Hampshire (NHDES Site #199909015). The Site was acquired by the Town of Hillsborough (the Town) in 2004 and they are the current owner. The Town was awarded a \$200,000 Brownfields Cleanup Grant in 2007 from the United States Environmental Protection Agency (U.S. EPA) to conduct cleanup activities at the site since redevelopment has been complicated by the presence of a hazardous substance or contaminant. The site has received assistance from the U.S. EPA Emergency Response and Removal Program, Central New Hampshire Regional Planning Commission, the U.S. EPA Brownfields Program, NHDES and the Town of Hillsborough. The current cleanup work is funded by a combination of NHDES Aquatic Resources Mitigation Grant, and 128A BIL funds from NHDES granted for cleanup by the U.S. EPA.

The purpose of this CIP is to outline engagement opportunities for the Hillsborough community during the Brownfields redevelopment planning process by allotting time to inform the community of cleanup actions, providing opportunities for involvement, and if applicable, incorporating community comments into the redevelopment vision for the Site. Decision-making events for Town members can provide opportunities to align community goals with the redevelopment of the site. This CIP is a guideline for engagement to help establish long term Site success within the community.

## 2.0 Spokesperson and Information Repository

The spokesperson for this project is Laura Buono, the Town Administrator of Hillsborough. Laura’s contact information is the following:

Laura Buono, CPM  
Town Administrator  
Town of Hillsborough  
PO Box 7  
Hillsborough, NH 03244-0007  
603.464.7970  
603.464.5060 fax  
[Laura@Hillsboroughnh.net](mailto:Laura@Hillsboroughnh.net)

The information repository for this project, which includes environmental assessments, public notices, public meeting locations and more is located on the Town of Hillsborough’s website, [Woods Woolen Mill Brownfields Project – Hillsborough, NH Town Website](#), and at the following location:

Hillsborough Town Office  
27 School Street  
Hillsborough, NH 03244

Information submitted to NHDES is made publicly available on NHDES’s OneStop website, under NHDES Site #199909015, [OneStop Navigation | NH Department of Environmental Services](#). Contact information for the NHDES Site contact is as follows:

Laura Pasquine, P.E.  
Brownfields Project Manager  
29 Hazen Drive  
Concord NH, 03320  
603-271-1169  
[Laura.J.Pasquine@des.nh.gov](mailto:Laura.J.Pasquine@des.nh.gov)

The United States Environmental Protection Agency (U.S. EPA) contact for this project can be found at the following:

Meena Mortazavi  
Brownfields and Pollution Prevention Branch  
Land, Chemicals, and Redevelopment Division  
U.S. EPA | Region 1 (New England)  
617-918-1488  
[Mortazavi.Meena@epa.gov](mailto:Mortazavi.Meena@epa.gov)

The Qualified Environmental Professional (QEP), on behalf of the town, can be contacted at the following:

Heidi L. Caprood, P.E.  
Sanborn Head & Associates, Inc.  
603-415-6149  
[hcaprood@sanbornhead.com](mailto:hcaprood@sanbornhead.com)

Community Involvement Plan – Former Woods Woolen Mill  
NHDES Site #199909015

Public meetings will take place at the Hillsborough Town Office, located at 27 School Street, Hillsborough, NH 03244, unless otherwise noted.

## 3.0 Site Description and History

### 3.1 Site Location and History

The Former Woods Woolen Mill Site at 23 and 25 West Mill Street is approximately 5.3 acres and includes is identified by the Town of Hillsborough Assessor’s Office as Map 25 Lots 27, 28 & 29. Lots 28 and 29 are owned by the Town of Hillsborough and Lot 27 is a former railway right-of-way owned by the New Hampshire Department of Transportation (NHDOT), which bisects Lots 28 & 29. The railroad right-of-way parcel is not included in the cleanup remedy, but is considered a part of the site. The site formerly operated as a textile mill and railroad from 1880 to the mid-1980s and consisted of seven buildings to support the manufacturing of textiles. The site was subsequently used as a private residence until it was abandoned in the mid-2000s, and the Town acquired Lots 28 and 29 by tax deed.

The north-northeast flowing Contoocook River is located to the west of the site, residential properties are located to the north of the site, and West Mill Street is immediately to the east. The site has a terraced slope and is the lowest elevation adjacent to the river. The Former Woods Woolen Mill was an integral part of the town’s economy and operations. Since abandonment, the site has been an eyesore, tax burden, and a source of hazards.

### 3.2 Summary of Environmental Conditions

Contaminants of concern have originated from hazardous building materials, former railroad operations, and former mill operations such as dyeing, machining, and storage of petroleum in underground storage tanks.

Mill abandonment occurred in the mid-1980s, and in August 2000, a Removal Action was conducted by the U.S. EPA in which 53-drum of unknown liquids and solids, and 20-cubic-yards of asbestos containing material was removed. Later in 2000, a 12,000-gallon underground fuel oil storage tank (UST) with 529 gallons of oil inside was removed from the site.

In late 2006, investigations at the site were conducted and soil sampling results indicated the presence of PAHs, lead, arsenic, antimony and chromium. In 2009, partial cleanup was completed which included the demolition of two structures, and removal of approximately 375-tons of building material. Due to limited funds, the Boiler House remained. During March 2019, alternatives for remediation at the site were considered. The recommended remedial action at the site was to demolish the remaining building, remove contaminated soils, and install in select areas, an engineered control/cap. From 2021-2022 the EPA conducted a federal response action which included Boiler House demolition, debris and scrap metal removal, and excavation of lead contaminated soil.

In 2023 the planning process for the reuse of the site and restoration of the floodplain commenced.

### 3.3 Proposed Cleanup Plan

Sanborn Head & Associates, Inc. is preparing an Analysis of Brownfields Cleanup Alternatives (ABCA) and a Remedial Action Plan (RAP) which will include the approach for remaining cleanup activities. The remaining cleanup activities consist of a combination of excavation and off-Site disposal of impacted material, placement of the two caps, implementation of an Activity and Use Restriction (AUR) and floodplain restoration. The ABCA and RAP will be prepared as drafts for the Town to review. Following the Town’s review, the ABCA will be submitted to NHDES and USPEA for review concurrently with a 30-day public comment period. As part of the comment period, a public meeting will be held to outline the proposed remedial approach as well as provide an opportunity for public comments and questions.

### **3.4 Future Site Use**

The future site use has the potential to benefit community members, visitors and nature. Plans to rewild the riverbank will help restore the natural floodplain connection and provide native habitats for wildlife. Re-grading the site will provide parking for the nearby town center, and recreational trails in the area. The revitalization of the site will provide opportunities for outdoor gathering spaces and recreation near downtown Hillsborough.

A Conservation Easement and AUR combination will be implemented on the town owned parcels to restrict access to the floodplain restoration and capped area to protect human health and limit exposure pathways.

## 4.0 Community Involvement

### 4.1 Community Background

The Town of Hillsborough is a rural community in south central New Hampshire and has a population of 5,939 residents. The housing density is highest near Hillsborough downtown, within the bounds of State Route 9 and Route 202, in South Hillsborough. Northern Hillsborough and southern surrounding lands are predominantly undeveloped. The nearest urban area is Concord, New Hampshire, approximately 20 miles east of Hillsborough. The Town is governed by a Selectboard and is served by various boards and committees.

### 4.2 Community Outreach

The town has initiated outreach activities by discussing this site in public meetings since the early 2000's. NHDES created a Progress Report flyer in July 2024 that summarizes site history, operations and the future reuse scenario that is available on the NHDES website and Hillsborough Town Office. UConn Technical Assistance for Brownfields (TAB) completed a Site Reuse Assessment in October 2024, which provided the community with potential reuse scenarios for the site. UConn TAB and NHDES are developing informational public outreach documents to be shared within the Town in 2025. The site has been a topic in previous public meetings and has remained relevant in ongoing discussions with the town administrator, town selectboard, and meeting attendees.

The QEP will be preparing an ABCA/RAP which will include the approach to the remaining cleanup activities. While NHDES and U.S. EPA are reviewing the cleanup documents, the public will have a concurrent 30-day public comment period. Following the public comment period, a public meeting will be held to outline and discuss the remedial approach, solicit input from the public, educate the public on the Brownfields process and potential benefits to redevelopment, and provide an opportunity for involvement.

Public meetings will be held at the Hillsborough Town Hall, located at 27 School Street, Hillsborough, NH 03244, unless otherwise noted.

### 4.3 Outreach Schedule

The following outreach and project event schedule is as follows:

- Finalize Community Involvement Plan – **July 2025**
- Draft ABCA /RAP submittal -**August 2025**
- Public notice of the Remedial Action Plan via the [NHDES Public Notices Website](#) and in a Newspaper posting (likely The Messenger) that serves the town of Hillsborough. – **August 2025**
- 30-day public comment period – **August/September 2025**
- Public Information meeting – **August/September 2025**
- Finalize ABCA/ RAP – **September 2025**
- Cleanup Bid Process -**September 2025**
- Cleanup Activities – **October/November 2025**
- Final Summary Report – **January 2026**

Ongoing news regarding the Former Woods Woolen Mill cleanup and redevelopment may be available on the following channels:

- [The Town of Hillsborough's website](#)
- [The Town of Hillsborough's Facebook page](#)
- [NHDES Public Notices Website](#)
- [NHDES Brownfields Website](#)