

**Board of Selectmen
Meeting Minutes
May 27, 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: James Clough, Norm Bernaiche, Jennifer Schamel, Michael Schamel

PUBLIC COMMENTS

No comments

1. MEETING MINUTES

Chairman Campbell made a motion to accept the meeting minutes dated May 13, 2026. Selectman Bailey seconded the motion, the motion passed.

2. MANIFEST

Chairman Campbell made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 21052 -21077 a/k/a Voucher 21 & 22 in the amount of \$254,321.01 (includes 141 direct deposit stubs) and Accounts Payable Check number 035931 - 035985 a/k/a Voucher 25 in the amount of \$234,207.88. Selectman Pelletier seconded the motion, the motion passed.

3. CONSENT AGENDA

Chairman Campbell made a motion to approve the consent agenda for May 27, 2026. Selectman Bailey seconded the motion, the motion passed.

- 2025 Approved Abatements – Map 8 Lt 106-4; Map 12 Lot 149
- 2025 Tax Refund – Map 8 Lot 106-4 \$1,214.36; Map 12 Lot 149 \$3,167.46
- Intent to Cut – Map 1 Lot 41 Kingsbury Hill Road, Washington; Map 11P Lot 183 Main Street
- 2026 First Issue Tax Warrant

4. HILLSBOROUGH YOUTH ATHLETIC ASSOCIATION – FIELD USAGE

James Clough, Recreation Director, met with the Selectmen to talk about the field usage contract with HYAA. The current memorandum with HYAA is good until July 1, 2026, currently there is no fee structure. If the current fee structure is used the cost would be over \$50,000. This discussion has come about because the town of Deering is no longer paying the contract for \$25,000 per year. Deering has the bulk of out-of-town children that would play in the HYAA leagues, the \$25,000 also included the summer camp at Manahan, it was all inclusive. Since Deering no longer wants to pay Hillsborough, Hillsborough requested HYAA to implement an out-of-town rate. The current fees for HYAA are low compared to surrounding leagues because they were being subsidized by Hillsborough and Deering.

Selectman Pelletier said the Board needs to decide what to do about Deering before the Board can decide upon a usage contract. Selectman Pelletier asked if it is known why Deering will no longer pay the \$25,000. Ms. Buono said Deering does not feel it makes financial sense. Selectman Pelletier said so Deering feels Hillsborough should

maintain Grimes Field for Deering to use at no cost to them as well as accessing all of Hillsborough's parks and programs at a reduced rate. Ms. Buono said going through this with the current Administrator in Deering, their thought is there is not enough use by Deering children to justify the \$25,000, then Deering wanted Hillsborough to bill Deering for their residents participating in any of Hillsborough's programs. Ms. Buono said no to that, Deering could implement a reimbursement program for their residents. Selectmen Pelletier suggested meeting with the Deering Selectboard, Ms. Buono said she would extend an invitation to them. Selectman Bailey wants to know why Deering doesn't want to be part of the HYAA program. Chairman Campbell said the parent will end up paying rather than the town, HYAA also has scholarships for families that can't afford it. HYAA will not charge an out-of-town fee, only their standard fee. Mr. Clough said the low-end cost to maintain the fields is \$24,000 in man hours.

Selectman Pelletier suggested charging Deering \$8,000 telling them that it costs Hillsborough \$24,000 a year to maintain the field, HYAA is not charged and 1/3 of the children come from Deering and see what they say. The Selectmen do not want to impact the children in Deering and do not want to charge the Hillsborough children more money because Deering doesn't want to pay. The Selectmen agreed to charge Deering \$8,000 including the explanation on how the Selectmen came to that charge.

Mr. Clough reminded the Selectmen that the HYAA memorandum expires July 1, 2026, and if the Selectmen are deciding not to charge any fee's to HYAA it would be good for three years. And if Deering still decides not to pay then the Selectmen will want to meet with HYAA.

5. SUMMERFEST

Mr. Clough will be meeting with organizers regarding the set-up for Summerfest. Field 5 is being reworked and wants the festival to remain off that field. Mr. Clough also found out about a trench being dug for electrical work that he was not aware of and is frustrated at the lack of cooperation. The meeting will take place on Thursday at 5:00 pm

6. MANAHAN – BATH HOUSE

Mr. Clough presented an RFP for the bath house at Manahan. A meeting will be held with the Trustees of the Trust Funds once the RFP is received. The new bath house will be relocated and where the current bath house area will be for Handi-cap parking. The Board suggested adding more detail to the RFP for cost clarification.

7. REVALUATION QUESTIONS

Assessor Norm Bernaiche, who carries 44 years of experience, explained the reason why the town does a revaluation. According to the State of New Hampshire constitution, the revaluation must be completed every 5 years. Based on statistics, the town's ratio in 2024 was 52.3%, the goal is to get to 100% of market value during a revaluation. Norm said in this case you are looking at a 100% increase not 50%.

Coefficient Dispersion: This is looked at closely, the closer the town is to zero the better statistics, if your median ratio (assessment versus sales price) is close, the better off you will be.

Revaluation statistics from different categories for Hillsborough:

- Single family homes were at 50% ratio
- Waterfront homes at 45% ratio
- Condos at 43% ratio
- Mobile Homes at (not stated)
- Land at 58% ratio
- Commercial land and buildings did not increase much

The 2025 final ratio study uses sales from October 1, 2024, to September 30, 2025, then the sales that come in are watched closely to see how they compare and to see if the analysis that was completed for the 2025 revaluation holds up. Norm said you can only judge a revaluation on what happens after the fact.

Selectman Pelletier said he has a lack of understanding on how the information is derived. He started comparing land values, the central area residential properties have a lot of small lots, 1/10th, 2/10ths, 4/10ths etc. The 1/10th acre lots are valued at \$79,000, the 2/10th lots were at \$80,000, 3/10th \$81,000 etc. Selectman Pelletier said it doesn't make sense to him, if you take the value of a 1/10th acre (\$79,000) and compare that value to an acre, then an acre in Hillsborough would have an \$800,000 value. Mr. Bernaiche explained that if you have 1/10th of an acre and his neighbor have a lot that's 2/10th of an acre there can only be one house built on each lot, which is the most important part, you can't put another house on the 2/10ths of an acre, you just have more land. If you have a one-acre lot versus a 5-acre lot, the 5-acre lot is not worth 5 times more than the one-acre lot unless the 5-acre lot can be subdivided or something different under zoning.

Selectman Pelletier said the difference between a 1/10th acre lot and a 2/10ths acre is only \$900 and asked is land that cheap? Mr. Bernaiche said he would turn that around and say it's that expensive to site one house, the rest of the land is not contributing to the value. That is part of doing the analysis, testing for square footage of buildings, age of buildings, size of lots, neighborhoods, all those types of things that matter to the value of a property, this is all being reviewed by the Department of Revenue.

Selectman Pelletier said he looked at the percentage of increases, he feels all the neighborhoods should be the same, every property on the same street should go up the same percentage, unless something has changed on a property, but the properties are not. Mr. Bernaiche said there are always other factors as he explained. He said if all the homes were built at the same time, all had 2 acres, with 4 sales in that neighborhood you would expect the property values to increase similarly, but the market is not perfect, one of those 4 sales could have been a home that needed a lot of work, that's why an analysis is done. Selectman Pelletier said the homes in Hillsborough were not evaluated separately, homes were not entered. Mr. Bernaiche said we had all the data, number of bedrooms, square footage, number of bathrooms, the neighborhood etc. Selectman Pelletier asked if a house is turnkey and sold for \$400,000 and a neighboring house in less than better condition, it needs a roof needs paint and sells for \$300,000, wouldn't the same factors be used for each house during a revaluation, they would increase by the same percentage? Mr. Bernaiche said no, because the homes are not in the same condition. Selectman Pelletier asked what if they were in the same condition. Mr. Bernaiche said then most likely they would increase the same if everything else is equal. Selectman Pelletier said that's his point, not everyone does work on their home every year, he doesn't understand the big disparities in the same neighborhoods. Mr. Bernaiche said in some cases if people have done work in their homes, that value has already been captured through yearly building permits in the 5-year revaluation cycle, those properties will not increase the same as properties that have no improvements in that same 5-year cycle. The properties that had building permits, the increase resulted in \$18,000,000 in value.

Mr. Bernaiche recommended waiting until the Department of Revenue reviews the reports and sees if the reports comply. And then look at the statistics as they happen over the next year, if things need to be adjusted on properties they can be done easily. There was a total of 43 abatements from this revaluation.

8. CENTRAL NH REGIONAL PLANNING COMMISSION – LETTERS OF AGREEMENT

Ms. Buono presented to the Selectmen (2) letters of agreement with CNHRPC that are items that were budgeted for, the Selectmen's signatures are required. One is for the Hillsborough Master Plan Update for the existing and future Land-Use Chapters for a total of \$5,000. The other is the Economic Development Implementation Assistance for \$7,500. The Selectmen signed both agreements.

9. OHRV ENFORCEMENT GRANT

Ms. Buono explained that the police chief applies for the OHRV grant annually, this grant amounts to \$3,450.00.

Chairman Campbell made a motion authorizing Police Chief Chris Parsons to sign the documents associated to the OHRV Enforcement Grant. Selectman Bailey seconded the motion, the motion passed.

10. SIDEWALK PROJECT – CONSTRUCTION MEETING.

The first construction meeting was held on May 26th at 9:00 am in the Town Administrators office. At that meeting Ms. Buono learned the center line in the road in one area is off which results in unequal sides, but the State said that was going to be okay for plowing purposes.

The soil that is required to dig down 6", it looks like there is more square footage than what was bid on, this could be a substantial amount. The soil is considered contaminated from road salt etc. but if the material is put back into the project it's okay, if removed from state land there is a cost. This is all based on regulations.

There may be some change orders in the beginning, but the project is expected to smooth out as the project moves forward. Weekly construction meetings will also be held.

11. TOWN OFFICES

Ms. Buono said a plan is being worked on to present to the Selectmen for re-configuring the town offices for added security. The plan and cost will hopefully be available in a couple of weeks.

12. TOWN OF WINDSOR

Selectman Pelletier presented some changes that were previously discussed with the Selectmen regarding the cost for Hillsborough to provide fire services to the town of Windsor. He combined the Windsor resources Hillsborough will cover, plus the cost to Hillsborough as well as frequency. The first 40 responses to Windsor are covered by the contract and any response after would cost \$500 per response. He said both towns are running a risk, Windsor is paying for calls or no calls in the amount of \$42,802.52 a year. But if Windsor has 7 or 8 fires the cost for Hillsborough will be more than \$42,802.52, he said it's the same as buying insurance.

Chairman Campbell said the document says, "by using one of the above three methods", she doesn't understand what those methods are. Selectman Pelletier said the first method is to charge Windsor based off their assessed value, that would be \$19,356. The second method would be based on their population, that would be \$12,700. The third method would be combining both and dividing it by (2), that would be \$16,028. Selectman Pelletier said these 3 options are what he is presenting and is suggesting combining the first 2.

Chairman Campbell asked if the cost (not indicated) would cover for 40 responses, Selectman Pelletier said yes, based on the history. Chairman Campbell asked if the charge would be for \$48,802. Selectman Pelletier said yes and explained the difference between the original cost of \$42,802.52 and his proposal of \$48,802, the difference is adding the cost of police coverage. Chairman Campbell said the estimate for Windsor this year is \$48,495 a difference of \$307.00 from what Selectman Pelletier is proposing. Selectman Pelletier said he doesn't care what he is raising it by; his point is he doesn't want to base the billing off Hillsborough's population. Chairman

Campbell said if you did that you would be charging Windsor \$68,000. Selectman Pelletier said if you want the cost to come out to \$68,000, he can make his formula do the same, his point is, Hillsborough is growing, Windsor does not want to grow and the ratio will change as time goes on that's why he feels the old method should not be used. Chairman Campbell said if Windsor is not growing then the amount is not going to change except for the portion of the budget. Selectman Pelletier agreed, but he feels Windsor's assessment would continue to rise and it should be based on both assessment and population. He asked the Board if they wanted to think about it for a week and come back and vote. Chairman Campbell said her issue is the percentages, she can't tell people the Board picked a percentage to make it work. Selectman Pelletier said he will, he doesn't mind telling people that you have to start somewhere, he feels the numbers he came up with are fair to Hillsborough and Windsor.

Chairman Campbell confirmed with Selectman Pelletier his formula doesn't change every year. Selectman Pelletier said if adopted, 10 years later or sooner the Board may want to change the numbers. Chairman Campbell said she thought the argument was people were assuming the Selectmen were not charging Windsor enough, this formula only raises it a little over \$300. Selectman Pelletier said he can make it higher if the Board wants. Chairman Campbell wants to make sure there is a firm understanding on the billing. Ms. Buono is concerned there is a set amount, and Selectman Pelletier is backing into that amount, it seems like a long, drawn-out process to get to an amount you want to bill Windsor. Chairman Campbell said if you are only increasing the billing by a small amount why would we change the formula. Selectman Pelletier feels in the long run the current formula won't work because Hillsborough's population will continue to rise, that's his argument.

Selectman Bailey recommended sending the proposal to Windsor to see if they have any questions. If there are questions, the Windsor Selectboard will be invited to a meeting. This proposal is for 2027.

13. DEERING POLICE COVERAGE

Selectman Pelletier said he reviewed past meeting minutes, and the minutes do not reflect anything about a long-term contract Deering. Ms. Buono said the discussion is on the recording and recommends having those minutes amended and brought back to the Board for approval. Selectman Pelletier would like to see the current expenses incurred for police coverage in Deering to see if the proposed \$23,000 per month is working. Ms. Buono said the police chief is scheduled to meet with the Selectmen for the first meeting in June. Selectman Pelletier said he would like the Board to take a formal vote on it at that time.

Selectman Bailey said he recalls the police chief presented to the Selectmen 3-year figures and the Selectmen voted on everything. Chairman Campbell agrees but Selectman Pelletier does not. Chairman Campbell said it's too late, Hillsborough has been under contract with Deering for three months. Selectman Pelletier said just because Deering voted for it, doesn't necessarily mean.... Chairman Campbell said her point is, do you want to say no now? Selectman Pelletier is just saying he would like to see the performance of the agreement for the last 4 months and vote then. Chairman Campbell said it's too late. Selectman Pelletier said in his mind it was a trial period from December 1 to April 1 and would not vote for a 3-year contract without seeing the results from the 4 months. Chairman Campbell said based on what Selectman Pelletier is saying there couldn't be a three-month contract was to cover Deering until they could vote in March for a three-year contract. Ms. Buono said the Selectmen need to decide how to move forward on these types of things. She said to Selectman Pelletier that he keeps saying "in my mind", it needs to come out in discussions. As a collective unit this is looking like the Selectmen are unorganized. Ms. Buono there was already a contract in place with Deering for police coverage due to the lack of staff, the Deering police chief gave a 2-week notice, Hillsborough police chief acted quickly and implemented the \$23,000 a month, came to the Selectmen after the Thanksgiving holiday and the Selectmen ratified it with a vote. The police chief talked to the Selectmen about a three-year contract moving forward with 3 different figures and that reasoning. Then the contract moved forward for Deering to vote on it, that is typically how the Selectmen have operated. A public hearing was also suggested but was not acted upon. To now come forward with recommendation to vote on the contract makes it seem the Selectmen didn't agree to move forward. Selectman Bailey recollects relying on the department heads to guarantee this contract will work.

Selectman Bailey made a motion to ratify the three-year contract that was presented by the police chief. Chairman Campbell seconded the motion. Selectman Pelletier prefers to wait for the next meeting. Ms. Buono reported the costs are in the black. Selectman Pelletier said he will hold you to that. All were in favor of the motion, the motion passed.

Meeting adjourned at 8:05 pm

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

Iris Campbell, Chairman

James C. Bailey, III, Selectman

Richard Pelletier, Selectman