Economic Development Commission
Meeting Minutes
September 16, 2026

8:03am-9:05 am Approved 10-21-26

Present:
Chairperson: Rich Pelletier, BOS Selectman
Vice Chairperson: Dana Clow, W&S Commissioner
Commission Members: Kim Opperman, Jennifer Schamel, Keith Cobbett, Riche Colcombe, Bob Nash
Town Administrator: Laura Buono
Planning Board: Susanne White
Chamber of Commerce: Amanda McDonald

Absent: Jennifer Crawford, Robyn Payson

Public: None

Guest: Mike Tardiff, Central NH Regional Planning Commission (CNHRPC)

Chairman Pelletier opened the meeting at 8:03 a.m.

Minutes: Susanne White made a motion to approve the meeting minutes of August 19, 2026. The motion was seconded by Dana Clow. A vote was taken. Motion passed.

Fall Economic Development Workshops:

Mike Tardiff, CNHRPC discussed changing the original dates for the workshops on 79E and the ERZs. After a brief discussion that included the reason for holding the 79E workshop before the one for ERZs, the dates for the sessions were changed to October 1st for 79E and 10/15 for ERZs. Mr. Tardiff said the plan is to send postcards to all property owners within the designated ERZs. It was brought up that some business owners in those zones rent their locations and don't own the property and probably won't get notification from the property owners. Ms. Colcombe and Ms. McDonald stated that the Chamber of Commerce has information on business owners that may be useful for notification purposes and will supply it so that they can receive mailings. Mr. Tardiff said the mailings, which include postcards and postage, will cost $195.00 and said CNHRPC will coordinate with the Town on these.

Water/Sewer Projects and Fees

Chairman Pelletier spoke about the Park St. and Whittemore St. Project that the Water & Sewer Department undertook and which the Town contributed to due to the roadwork and drainage that was part of it. He said the project cost $2.2M which was split between the two budgets. He said with the number of projects that need to be done, and with each project

spaced to every 3-4 years, it will take a long time to get all the infiltration issues in the current system repaired. He described how bonding for the entire cost of the projects has been discussed on and off. Commissioner Clow from the Water/Sewer Department handed out information that reflected the amount of sewerage available (approx. 204,000 gallons) and spoke about the rates that are currently charged and the reason behind the Asset Management Plan. He said they looked at the value and requirements to maintain and upgrade the system over the next 15 years and noted that to accomplish the monetary amounts needed, they would have to dedicate $625,000/year over 15 years, or $1.5M/year over 10 years.

Commissioner Clow said the rate study they had done determined that they needed to raise rates by 25% in 2024 and 25% in 2026 and charge a system development charge. The system development charges are charged once to new users or for a change of use and are based on a per gallon cost of $6.71 per gallon per day. He said this structure was adopted in February of 2024 and said that currently $29,788 has been collected and said he doesn't feel this charge is stopping growth in Hillsborough.

A lengthy discussion ensued about whether the EDC members felt some growth isn't happening because of the fees, tossing around ideas as to how to assist with the fees, and whether at this time, they are able to tell if the fees deter small businesses due to ample up-front capital not being available for those businesses. Commissioner Clow said currently the W&S Commission is faced with a situation where Osram is requesting that they be allowed to discharge 15,000 gallons/day of clean water into the system. He said that will take up a chunk of capacity but would bring in a $100,000 system development fee, and he asked what the EDC suggests the Commissioners do. This was briefly discussed and since the time for the meeting ended, the Chairman determined that this discussion would be continued at the October meeting.

Adjournment: The meeting adjourned at 9:05 am

A true record.
Laura Buono, Secretary pro tem