

**Board of Selectmen  
Meeting Minutes  
July 26, 2023**

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

In Attendance: Riche' Colcombe, Donna Lane, Angelo Trodella, Ernie Butler, Brett Cherrington, Sue Durling, Richard Head.

Pledge of allegiance was recited.

Meeting opened at 6:00 pm

**1. OPEN SESSION**

*Storm Damage:* Riche' Colcombe said on June 25<sup>th</sup> she reviewed the road damage in Antrim with FEMA, Emergency Management, and the Road Agent. Based on what she saw she recommends inviting FEMA to visit the damaged roads (Jones & Shed Roads) in Hillsborough. Ms. Colcombe was told by a FEMA representative named Venessa that the invitation would need to come from Emergency Management. Ms. Buono said FEMA has been in contact with the Emergency Management Director who directed FEMA to speak to Ms. Buono. FEMA is looking for the costs associated with storms in June and July. FEMA, during that same conversation also asked Ms. Buono if there are other areas in town that need to be looked at, and she mentioned Jones Road. So far, Ms. Buono has spoken to (3) different people at FEMA. Ms. Colcombe said a person named Austin Brown is coordinating the town visits, he is from Homeland Security, Mitigation and Recovery. Ms. Colcombe also said FEMA wants all the costs associated with the storms to be broken out by storm date.

Ms. Colcombe explained why the storm in March was not declared, she said it was because many of the towns covered the damage within their operating budget, she said Homeland Security is going to try and appeal that decision. Ms. Buono said the timeframe to pull the costs together for the storm in March was very short and she couldn't provide all the needed information and they wouldn't extend the timeframe. Ms. Buono said the town didn't bother because of the timeframe and the low expense in overtime for that storm. It's the amount of overtime that qualifies consideration.

**2. PUBLIC HEARING – 8 BRIDGE ST. AFFORDABLE HOUSING REHABILITATION COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

Chairman Bailey opened the public hearing at 6:15 pm.

Donna Lane noted that there are informational packets available for the public.

Ms. Lane read the following:

Community Development Block Grant (CDBG Funds) are available to municipalities through the NH Community Development Finance Authority up to \$500,000 annually is available for

economic development projects, up to \$500,000 annually for housing projects, up to \$500,000 annually for public facility projects, up to \$350,000 annually in emergency funds, up to \$25,000 per planning study grant. All projects must directly benefit a majority of low- and moderate-income people. This is a proposed application to the Community Development Finance Authority for up to \$500,000 in CDBG grant funds. Of the grant funds, up to \$30,000 will be retained for the town administrative labor costs associated with the project, up to \$470,000 of the funds will be granted to Angelo Trodella doing business as Bridge Street Realty Trust to rehabilitate 8 Bridge Street into 6 or 7 units of affordable housing. The project conforms with Hillsborough's housing and community development plans that encourage safe and sanitary decent affordable housing for persons of all ages and income.

Ms. Lane asked the Board if they have any questions regarding the proposed project. The Board had no questions. Chairman Bailey asked for any **public comments**:

- A. Riche' Colcombe asked what an example would be for the \$350,000 for emergency funds for the low- and moderate-income level. Ms. Lane explained that it would be primarily for low and moderate income which is 51%. For example, the town has a manufactured housing park, and the well was contaminated. An emergency is for something unknown for at least 18 months. Ms. Lane said most cases have some sort of contamination.
- B. Selectman Pelletier said the town is applying for these funds for affordable housing and asked what the odds are for approval. Ms. Lane said it is competitive, up to \$2,000,000 will be granted for affordable housing that will be distributed and feels the odds are about 60%, if denied the funds can be reapplied for in January 2024 which could be easier to get funding because housing funding isn't usually in the January round. If the funding does need to go to January another public hearing will not be needed because it's the same fiscal year.
- C. Selectman Pelletier asked if the \$500,000 funds the entire project. Ms. Lane said most of the project. Mr. Trodella will have to pay for the commercial part of the project and a portion of the housing costs.
- D. Selectman Pelletier asked what the criteria is for low and middle income. Ms. Lane doesn't have the chart with her but believes it's based on the household size and about \$50,000 - \$60,000 salary. He then asked if the 6 or 7 units are one or two bedrooms. Mr. Trodella said the units will be mixed, one and two bedrooms and a studio.
- E. Ms. Buono asked if the fact that Hillsborough Heights has already been approved, is that a detriment to any other project in Hillsborough? Ms. Lane said approval is based on the scoring of the project.
- F. Riche' Colcombe asked if this project is not approved and the project is moved to the January round, does that restrict the property owner from getting started on the project? Ms. Lane said yes, the project cannot be started, only needed maintenance on the building. The only thing the owner can do is a CDBG Environmental Review which costs between \$4,000 and \$5,000 and when it's released then he can work on the property. As of Monday, this project is now a Federalized project. Mr. Trodella will know if he is funded for this project on November 2, 2023, after that, if funded, the cash will be available in about 3 months.

G. Ms. Colcombe asked if Mr. Trodella revitalizes more properties in town will he be eligible for more CDBG funding? Ms. Lane said yes, it's per project. Ms. Lane said if this project is funded the intent is to talk to the County regarding the other project which is located at 2 Bridge St.

H. Ms. Colcombe asked how the economic development portion of this project comes into play. Ms. Lane said economic development money is difficult. A promise will need to be made to create good paying jobs with good benefits and most companies do not provide good benefit packages.

Chairman Bailey closed the public hearing at 6:30 pm.

### **3. PUBLIC HEARING – RESIDENTIAL AND ANTI-DISPLACEMENT AND RELOCATION ASSISTANT PLAN**

Chairman Bailey opened the public hearing at 6:30 pm

Donna Lane read the following:

This plan outlines measures under the uniform relocation act required for CDBG projects that involve any displacement or relocation of persons or businesses. If the town were to undertake a CDBG project which involved displacement or relocation, they would follow this plan. The plan outlines the measures they would take to find comparable suitable housing for persons or businesses displaced or relocated. No displacement is anticipated if the building is empty. Mr. Trodella's project has no displacement or relocation involved.

Chairman Bailey asked for comments: No public comments heard.

Chairman Bailey closed the public hearing at 6:49 p.m.

Selectman Pelletier confirmed this project is at no cost to the town, with the end result being a refurbished building with affordable housing.

Chairman Bailey made a motion to approve the submittal of the CDBG application and to vote to authorize the Chairman of the Board of Selectmen to sign and submit the CDBG application upon the approval of the CDBG application authorize the Chairman of the Board of Selectmen to execute any documents which may be necessary to officiate the CDBG contract and any amendments thereto. Selectman Pelletier seconded the motion.

Chairman Bailey made a motion to adopt Anti-Displacement and Relocation Assistant Plan. Selectman Pelletier seconded the motion, the motion passed.

### **4. PUBLIC HEARING RE: 79E REQUEST 8 BRIDGE STREET**

Chairman Bailey opened the public hearing on the application at 6:45 p.m.

The Board of Selectmen held a public hearing on an application received from 8 Bridge Street Realty Trust, under the Community Revitalization Tax Relief Incentive Program (RSA 79E), which offers a temporary tax relief incentive for a property owner who wants to substantially

rehabilitate a building that is located in a historic district, downtown, or village center. The property owner can apply to delay the increase of their property tax for up to five years and the rehabilitation must cost at least 15% of the building's pre-habilitation assessed value, or at least \$75,000, whichever is less. The goal of the incentive is to encourage the rehabilitation and active use of an under-utilized property.

The property which is the subject of the application is located at 8 Bridge Street in Hillsborough, which is at the corner of Main Street and Bridge Street and has been vacant for many years. The previous public hearing within these same minutes was for the purpose of CDBG funding for this project as well which will carry affordable housing units as well as retail space on the street level. The application has been reviewed by the Town's Assessor and comes with his recommendation for approval.

Chairman Bailey asked for public comment. There was no public comment.

Chairman Bailey asked if there was any comments or questions from the Board members. There was none.

Chairman Bailey closed the public hearing at 6:49 p.m.

Chairman Bailey made a motion to approve the Community Revitalization Tax Relief Incentive Application as submitted by 8 Bridge Street Realty for Map 24 Lot 137. Motion was seconded by Selectman Pelletier. A vote was taken. Motion passed unanimously.

## **5. ERNIE BUTLER, ROAD AGENT RE: JONES ROAD**

Ernie Butler came to speak with the Board about the damage to Jones Road as a result of the recent storms. There is extensive damage to the road with an area still closed and he would like the Board to approve the hiring of a contractor to do the work in order to get the road opened. Mr. Butler said the crews are currently working on other areas in Town and he isn't sure when they will get over to Jones Road and he doesn't want to keep it closed for more time than necessary. Mr. Butler said he has received quotes from two contractors, McComish Excavating in Henniker, and Pine View Excavation in Antrim. He said the quotes aren't exactly the same since McComish saw a few things that needed to be repaired but which Mr. Butler hadn't noticed prior to speaking with Pine View. The Board reviewed both proposals and a motion was made by Chairman Bailey, and seconded by Selectwoman Campbell, to hire McComish Excavating to repair Jones Road. Upon a vote of the motion, the motion passed unanimously.

## **6. APPROVAL OF MINUTES**

Chairman Bailey made a motion to approve meeting minutes dated June 28, 2023. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Chairman Bailey made a motion to approve meeting minutes dated July 12, 2023. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously and July 12, 2023.

## **7. MANIFEST**

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 18617 – 18675 a/k/a Vouchers 29 & 30 in the amount of \$226,353.54 (includes 237 direct deposit stubs) and Accounts Payable Check numbers 029843 – 029937 a/k/a Vouchers 24 in the amount of \$1,868,845.80. Selectman Pelletier seconded the motion, the motion passed.

\*\* A/P Checks include payment to HDSD in the amount of \$1,033,197.75 and the Trustees of the Trust Funds (CRF Appropriations) in the amount of \$510,000.00.

## **8. CONSENT AGENDA**

Chairman Bailey made a motion to approve the Consent Agenda for July 26, 2023. Selectwoman Campbell seconded the motion, the motion passed.

- Gravel Tax Levy – Map 7 Lot 190 \$244.78
- Veterans' Tax Credit – Map 9 Lot 120
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## **9. BOARD BUSINESS**

*Stonebridge Cooperative* – Ms. Buono said she received a request from Stonebridge Cooperative with regard to an abandoned mobile home in their park (167 Preston Street). Stonebridge Cooperative was granted a Writ of Possession through the 6<sup>th</sup> Circuit Court in order to remove the abandoned and condemned unit, but they need the Board to abate the taxes that are owed first. Ms. Buono said past Boards have done this on a couple of other properties in that park as well. Chairman Bailey moved to abate the taxes owed on 167 Preston Street for the purpose of removing the unit from the site. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

*Community Power Committee* – Ms. Buono informed the Board that two individuals, and a potential third, have come forward wishing to serve on the Community Power Committee. She said that Janet Byron and Riche' Colcombe have asked to be appointed and Emily Wrubel has asked for more information. Ms. Buono said she will get in touch with Ms. Wrubel but asked the Board to appoint both Ms. Colcombe and Ms. Byron to the Committee and noted that Selectman Pelletier has volunteered to be the Selectman representative. Chairman Bailey moved to appoint Janet Byron and Riche' Colcombe to serve on the Community Power Committee. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

## **10. ADJOURNMENT**

Chairman Bailey moved to adjourn at 7:58 p.m. Motion was seconded by Selectman Pelletier. A vote was taken. Motion passed unanimously.

A true record  
Mary Whalen  
Recording Secretary

Date: \_\_\_\_\_

Approved by:  
Hillsborough Selectboard

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James C. Bailey, III, Chairman

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Iris Campbell, Selectwoman

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Richard Pelletier, Selectman