



Town of Hopkinton, NH

Office of the Select Board

330 Main Street, Hopkinton, NH 03229-2627

Tel: (603) 746-3170 E-mail: selectmen@hopkinton-nh.gov

Fax: (603) 746-2952 Web: hopkinton-nh.gov

SELECT BOARD PUBLIC MEETING MINUTES TUESDAY, SEPTEMBER 6, 2016

I. CALL TO ORDER

Select Board Chair Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Tuesday, September 6, 2016, in the large meeting room in the Town Hall. Mr. O'Brien introduced the members of the Board. Mrs. Strickford led those assembled in the Pledge of Allegiance.

Members Present: Jim O'Brien-Chair, Ken Traum-Vice Chair, Sue B. Strickford, Steve Lux, Jr., and Bob Gerseny

Staff Present: Paula Simpkins (Recreation Director), Greg Roberts (Superintendent of Buildings & Grounds), Dan Blanchette (Director of Public Works), and Neal Cass, Town Administrator

II. POINTS OF PRIDE

Mr. Cass shared with the Board an email from a Spring Street resident thanking the highway crew for helping her maneuver the construction on Kearsarge Avenue. Mr. O'Brien noted all the work that was put in by the police and fire departments for the Hopkinton State Fair.

III. ADMINISTRATIVE

Consent Agenda

Board members reviewed documents for signature and approved unanimously (5-0) the Consent Agenda taking the following action on motion made by Mr. Traum and seconded by Mr. Lux:

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
BUILDING PERMITS			
LeClair Builders - New Residence	9/6/2016	Approve	237-040-002 - Sugar Hill Road
Robert Graham - New Residence	9/6/2016	Approve	233-011-001 - Old Holmes Road
Walter Fredette Jr. - New Residence	9/6/2016	Approve	266-011-000 - Stickney Hill Road
Paul Bliss - Shed	9/6/2016	Approve	256-025-001 - 158 Brockway Road
Richard Brandt - Shed	9/6/2016	Approve	102-072-000 - 53 School Street
Laurie Pappas - Porch	9/6/2016	Approve	212-004-004 - 89 White Tail Run
Ernest Bewerdorf - Shed	9/6/2016	Approve	236-053-000 - 601 Sugar Hill road
Lester Cressy - Addition	9/6/2016	Approve	222-069-000 - 341 Park Avenue
Timothy Lesko - Sheds	9/6/2016	Approve	248-002-000 - 1030 Briar Hill Road
Woodbury Roberts - Renovations	9/6/2016	Approve	249-008-000 - 812 Briar Hill Road
Michael Goclowski - Home Occupation	9/6/2016	Approve	251-005-000 - 7 New Cemetery Road
Ashley Corporation - Renovations	9/6/2016	Approve	102-081-000 - 999 Maple Street
Richard Gourlay - Auction Tent 30x80	9/6/2016	Approve	258-001-000 - 1300 Hopkinton Road

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
TRANSFER OF FUNDS			
Recreation Revolving to General Fund	9/6/2016	Approve	\$20,232.28 - August Reimbursement
Sr. Center Rental to General Fund	9/6/2016	Approve	\$200.00 - August Reimbursement
Road/Bridge Rehab CRF to General Fund	9/6/2016	Approve	\$176,589.67 - August Reimbursement
Sewer Fund to General Fund	9/6/2016	Approve	\$7,038.69 - August Reimbursement
Donation Accounts to General Fund	9/6/2016	Approve	\$2,193.84 - Total August Reimbursement 322.00-Kimball Cabins 1,643.34 - Spirit Skate Park 228.50 - Hop. FD Auxiliary
Road/Bridge Rehab CRF to General Fund	9/6/2016	Approve	\$4,555.00 - September 1-6
ACCOUNTS PAYABLE			
Accounts Payable checks 56324-56345	8/29/2016	Approve	\$1,262,950.44
Account Payable check 56346-56396	9/6/2016	Approve	\$110,269.17
PAYROLL			
Payroll Manifest - Regular Payroll	9/6/2016	Approve	Ch: 31847-31870 - \$10,260.81 Direct Deposit- \$57,686.77 Total = \$67,947.58
Payroll Manifest - Fire - HSF	9/6/2016	Approve	Ch: 31903-31915 - \$6,964.22 Direct Deposit - \$ 6,171.91 Total = \$13,136.13
Payroll Manifest - Police - HSF	9/6/2016	Approve	Ch: 31871-31902 - \$28,043.85 Direct Deposit - \$ 3,919.56 Total = \$31,963.41
OTHER			
NHMA Voting Delegate Authorization	9/6/2016	Approved	Bob Gerseny as representative
Forbearance Agreement	9/6/2016	Approved	223-010-000
Deed Waiver	9/6/2016	Approved	223-010-000
Right to Bury - LOT: GN-2, Plots 3&4	9/6/2016	Approved	Thomas & Roxanne Benzel

Approval of Minutes:

The Board reviewed the Select Board Meeting Minutes of Monday, August 22, 2016. Mr. Traum made a motion, seconded by Mr. Lux, to approve the Public Meeting Minutes of August 22, 2016. There being no discussion, Chair O'Brien called for a vote.

VOTE: O'Brien, Traum, Lux and Gerseny voting in favor of the motion; no votes against; Strickford abstained. MOTION APPROVED 4-0-1.

Mr. Traum made a motion, seconded by Mr. Mr. Gerseny, to approve the Nonpublic Meeting Minutes of August 22, 2016-Session I. There being no discussion, Chair O'Brien called for a vote.

VOTE: O'Brien, Traum, and Gerseny voting in favor of the motion; no votes against; Strickford and Lux abstained. MOTION APPROVED 3-0-2.

Mr. Traum made a motion, seconded by Mr. Mr. Gerseny, to approve the Nonpublic Meeting Minutes of August 22, 2016-Session II. There being no discussion, Chair O'Brien called for a vote.

VOTE: O'Brien, Traum, and Gerseny voting in favor of the motion; no votes against; Strickford and Lux abstained. MOTION APPROVED 3-0-2.

III. APPOINTMENTS

Paula Simpkins- Recreation Director, Greg Roberts-Superintendent of Buildings & Grounds, and Dan Blanchette-Director of Public Works, met with the Board to provide an update on the fields. See the attached presentation. After discussion the Board agreed that there should be an overall plan for George's Park. The fields will be looked at more closely during the CIP and budget process.

Senior Recreation Council Proposal

The Board reviewed the proposal from the Senior Recreation Council to install a ceiling fan and change out two sashes on the middle windows in the living room at the Slusser Center at a cost of approximately \$2,300. The funds would come from the recent recently established Slusser Senior Center Donation Fund.

Mr. Gerseny made a motion, seconded by Mr. Traum to approve the proposal from the Senior Recreation Council and authorize the expenditure of up to \$2,300.00 from the Slusser Senior Center Donation Fund for a ceiling fan and two replacement windows in the living room. There being no discussion, Chair O'Brien called for the vote.

VOTE: O'Brien, Traum, Strickford, Lux and Gerseny voting in favor of the motion; no votes against; MOTION APPROVED 5-0.

Tax Deeding

Town Clerk/Tax Collector Chuck Gangel met with the Board concerning the six properties that are up for tax deeding. He recommended that additional notices be sent to the property owners because the last official notices were sent in May. After discussion that Board said that five of the properties should be deeded right away and that the mortgage holders for the Burns property should be contacted again and official notice sent.

Mr. Lux made a motion, seconded by Mr. Gerseny to accept the deeds for the following properties: Map/Lot: 245-068-000, 208-003-D25, 208-003-0A5, 208-003-0D9, and 209-003-0A9. There being no discussion, Chair O'Brien called for the vote.

VOTE: O'Brien, Traum, Strickford, Lux and Gerseny voting in favor of the motion; no votes against; MOTION APPROVED 5-0.

NONPUBLIC SESSION

Nonpublic Session – RSA 91-A II (a) – Personnel

Mr. Traum moved to go into a non-public session regarding a personnel issue under Nonpublic Session RSA 91-A: 3 II (a). Mr. Gerseny seconded the motion.

VOTE: O'Brien, Traum, Strickford, Lux, and Gerseny voted in favor, none opposed and the Chair declared the motion to have carried unanimously (5–0).

The Board, the Town Clerk/Tax Collector, and the Town Administrator went into nonpublic session, as recorded separately, at 7:35 p.m. The Board returned to public session at 7:45 p.m.

These minutes were not sealed.

Signing of Road Bond/Note

The Board reviewed the documents from Granite Bank for the road work note.

Mr. Gerseny moved that the Hopkinton Select Board authorize Chair Jim O'Brien to execute on behalf of the Town, all documents associated with the load from Granite Bank for road work, as authorized by the 2016 Annual Town Meeting. Mr. Lux seconded the motion.

VOTE: O'Brien, Traum, Strickford, Lux, and Gerseny voted in favor, none opposed and the Chair declared the motion to have carried unanimously (5–0).

Election Coverage

The Board reviewed the new statute concerning Select Board coverage at elections, and reviewed their schedules for the day.

Investment Policy Update

This item was tables pending additional information.

2016 Financials through August, 2016

The Board reviewed the financial information through August 31, 2016. Mr. Cass noted that the summary sheet now separates out income for the ambulance, planning/building, and copies to give a better understanding of where the income is coming from. There are no major changes in the numbers from previous reports.

Henniker Perambulation

The Board designated Mr. Lux to work with the Town of Henniker on perambulation of the lines. Mr. Cass will provide Henniker with contact information.

Other items

Mr. Gerseny suggested that letters be sent to potential Hopkinton Fair Board members letting them know they will be hearing from the Fair.

Mr. Lux questioned the mowing around the stone bridge near the fire station.

Mr. Lux asked about cameras at the Rowell Bridge and whether it should be posted for passenger cars.

Mr. Lux asked about the sign for the Contoocook Fire Station. Chief Murray is working on this.

NONPUBLIC SESSION**Nonpublic Session – RSA 91-A II (c) – Reputation**

Mr. Lux moved to go into a non-public session regarding an issue that could adversely affect someone other than a member of the Board under Nonpublic Session RSA 91-A: 3 II (c). Mrs. Strickford seconded the motion.

VOTE: O'Brien, Traum, Strickford, Lux, and Gerseny voted in favor, none opposed and the Chair declared the motion to have carried unanimously (5–0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 8:15 p.m. The Board returned to public session at 8:20 p.m.

These minutes were not sealed.

ADJOURNMENT

There being no further business, motion by Mrs. Strickford, seconded by Mr. Lux to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 6:50 p.m.

Respectfully submitted,
Neal A. Cass, Town Administrator

TOWN OF HOPKINTON ATHLETIC FIELDS

2016

- CURRENT ATHLETIC FIELDS**

Multipurpose Fields
7 (sometimes 8)

Baseball Fields
4

Softball Fields
2
- Multipurpose Fields:
 - Park Avenue-1
 - George's Park-2
 - Houston-3 (sometimes 4)
 - Maple Street-1
 - Baseball Fields
 - Park Avenue-1
 - George's Park-2
 - Houston-1
 - Softball Fields
 - George's Park-1
 - Maple Street- 1

- CURRENT FIELD USERS**

Spring: 42 teams

Summer : 17 teams
6 camps
5 tournneys

Fall: 32 teams
2 tournneys

NOTE: DOES NOT INCLUDE SPECIAL USES, FAUNTAIN GAMES, SPECIAL OLYMPIC ACTIVITIES, GYM CLASSES, AND SPECIAL REQUESTS
- Total 2016 Users:
 - Spring:
 - 12 LAX Teams
 - 4 Soccer Teams
 - 16 Baseball Teams
 - 7 Softball Teams
 - 3 Track Teams
 - Summer:
 - 3 Soccer Teams
 - 1 LAX Team (requested)
 - 6 Sports Camps
 - 5 Weekend Softball Tournaments
 - 4 Sunday Rec Dept. Softball Teams
 - 8 (4 days/week) Men's Softball Teams
 - 1 Monday Church Softball Team
 - Fall:
 - 4 Field Hockey Teams
 - 25 Soccer Teams
 - 1 Football Team
 - 2 XC Teams
 - 2 Softball Tournaments

- WHO ARE THE FIELD USERS?**

Spring
Summer
Fall
- Spring:
 - HS LAX
 - LAX Club
 - HS Track & Field
 - MS Track & Field
 - Rec Track & Field
 - V Baseball/Softball
 - JV Baseball/Softball
 - MS Baseball/Softball
 - HYSA Baseball/Softball
 - HS Soccer (goalkeeper)
 - Soccer Club
 - Contoocook School

- WHO ARE THE FIELD USERS?**

Spring
Summer
Fall
- Summer:
 - Soccer Club
 - HS Girls LAX (requested)
 - Rec Department
 - British Soccer Camp
 - Rec Soccer Camp
 - Women's Softball
 - LAX Camp
 - HS Soccer
 - Softball Tournaments
 - Men's Softball
 - Church League Softball

- WHO ARE THE FIELD USERS?**

Spring
Summer
Fall
- Fall:
 - Varsity Field Hockey
 - JV Field Hockey
 - MS Field Hockey
 - Rec Field Hockey (2)
 - Varsity Soccer
 - JV Soccer
 - MS Soccer
 - HYSA Soccer
 - Soccer Club Soccer
 - Storming Hawks Soccer
 - Football
 - HS Cross Country
 - MS Cross Country

REC DEPT.
FIELD
SCHEDULING
CHALLENGES

- Field 1 is often wet and is unusable for teams
- Football games on field 4 tie up both fields 3 and 4 on game days for 4 hours (rain dates as well)
- Park Ave and Maple Street can only accommodate younger teams who have smaller field sizes
- The number of teams keeps increasing each year & sports are being played in the "off season" and into the summer
 - Spring Soccer Club games
 - LAX Club
 - LAX JV team
 - Summer teams

B&G
FIELD
MAINTENANCE
CHALLENGES

- More teams mean more wear on fields
- Unable to rotate a field out for maintenance and summer recovery time is being impacted as well
- Small window for field recovery time

B&G
RECENT
FIELD
IMPROVEMENTS

- Expanded parking at Fields 3 & 4
- Removed trees at Park Ave. to potentially expand field sizes
- Expanded parking at Park Avenue
- Removed trees at Houston Park to potentially expand field sizes
- Paved a long jump and improved the track surface and jump pit

CURRENT FIELD
ISSUES TO
ADDRESS

Houston Park

- Houston
 - Traffic pattern and speeding
 - Football ties up 2 fields on game days
 - More practice multi-purpose fields
 - More multipurpose game fields
 - Field 1 and coaches field need drainage issues addressed
 - Fields 1 & 2 need irrigation systems
 - Walking Trail incomplete
 - Dog area needed



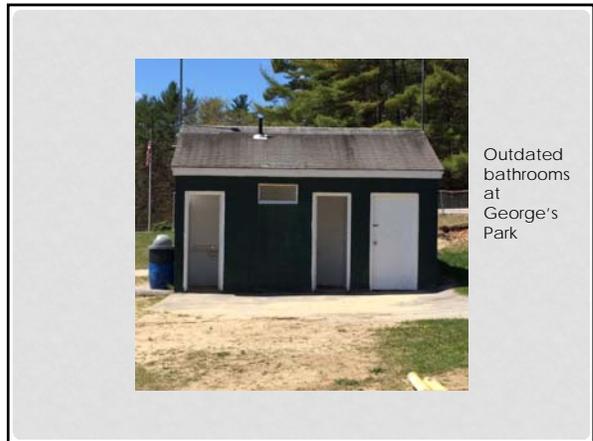
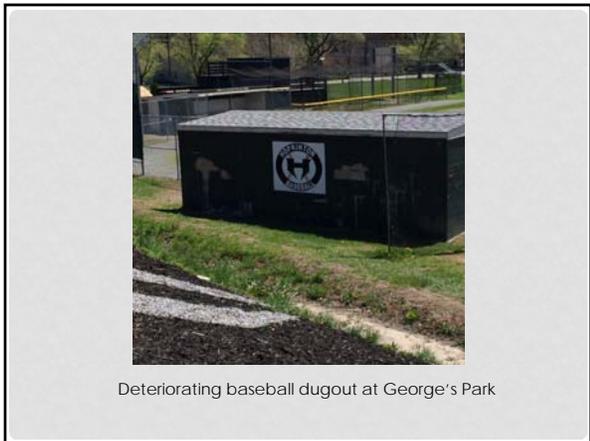
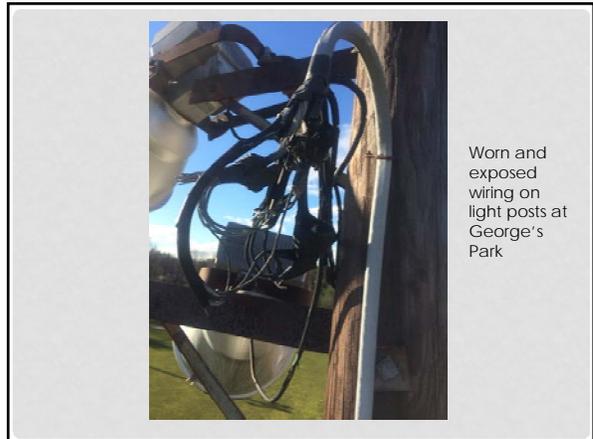
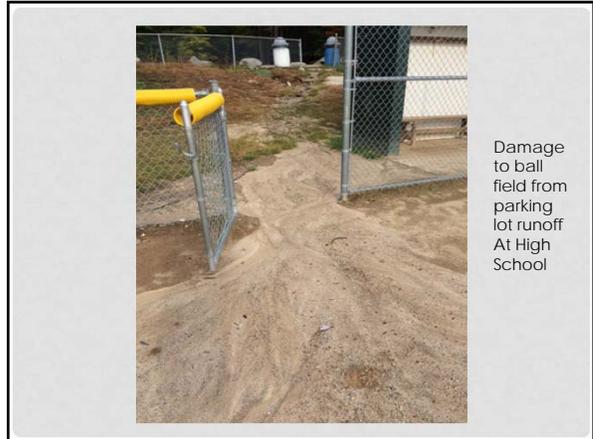
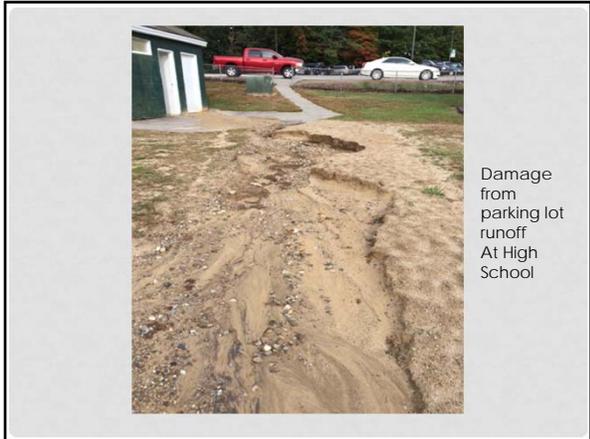
Lacrosse goal area field 3
Early May

CURRENT FIELD
ISSUES TO
ADDRESS

George's Park

*note that most issues cannot be addressed until HS parking lot drainage issue is resolved

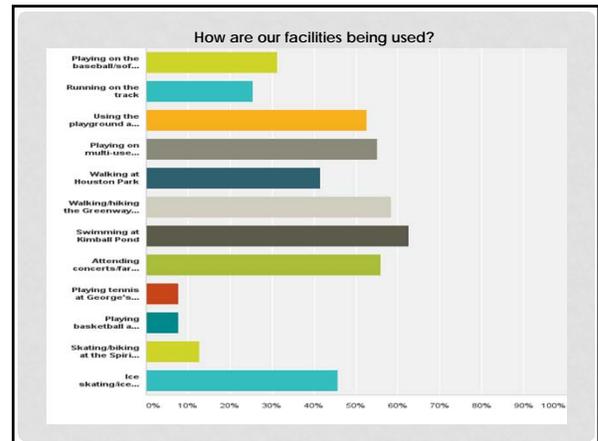
- George's Park
 - Track size insufficient/ no paved full size track
 - Bathroom outdated
 - Dugout needs replaced
 - Tennis court and basketball maintenance issues
 - Enclose skate park
 - Baseball/softball field repairs
 - Parking lot runoff/drainage repairs
 - Light fixture replacements
 - Soccer field gets heavily worn in the fall



CURRENT FIELD ISSUES TO ADDRESS

Park Ave

- Park Avenue
 - Install irrigation
 - Fix drainage
 - Expand field size with loam and seed



PUBLIC COMMENTS ON HOW WE CAN IMPROVE OUR FACILITIES

Listed are survey results that had repetitive comments

- Extend the season of Kimball Pond
- Improve the track area and tennis courts
- Canoes for rent at Kimball Lake
- Grills and bathrooms at Kimball Lake
- Fix drainage on Houston 1 and Coaches Field
- More ice skating
- Keep the Skate Park going
- Maintain what we have
- Sledding hill

PLAN MOVING FORWARD

Safety issues first

Repair what we currently have

Offer more opportunities

- Focus on what is a safety issue
 - Traffic patterns at Houston
 - Baseball dugout
 - Skate Park
- Repair Work
 - Lights at Kimball Lake
 - Baseball and softball field repairs at GP
- Focus on improving current areas to make them more enjoyable for users
 - Sledding hill
 - Mifflin removal
 - Shade at Houston
 - Bathrooms at GP
- Finding or expanding additional multipurpose field space
 - Park Ave irrigation, loam and seed
 - Field 4 loam and seed
 - Moving tennis and basketball
- Work with volunteers
 - Dog Park
 - Dugouts
 - Skate Park
 - Tennis improvements
 - Lights at GP
- Add more recreational opportunities

CONCLUSION

- More field space-high user demand for fields causing field shortage and field rotation maintenance issues
- Staffing- can only maintain; improvements minimal
- George's Park- needs a plan to move forward so repairs and improvements can be made
- Funding- some areas require continual maintenance