



# **Town of Hopkinton, NH**

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## **SELECTMEN PUBLIC MEETING MINUTES MONDAY, APRIL 11, 2011 Approved 04-25-11**

Chairman Jim O'Brien called a regularly scheduled business meeting of the Board of Selectmen to order at 5:30 PM on Monday, April 11, 2011.

### **Present:**

Jim O'Brien, Chairman  
George Langwasser, Selectman  
Bryan Pellerin, Selectman  
Chris Lawless, Selectman  
Neal Cass, Town Administrator  
Robin Buchanan, Administrative Assessing Assistant

Absent: Tom Congoran

Public present: Ann Wayland, Louise Car, Sarah Lebrun, Merle Dustin, Jane Fairchild, Peter Fairchild, Gail Heil, Bob LaPree, Lester and Bonnie Cressy.

### **I. ADMINISTRATIVE**

The Board approved the following:

Vendor Disbursement and Payroll Manifests  
Building/Use Permit  
For Review – Selectmen's Notes and Correspondence  
For Signature – Appointment papers for Fire Station Study Committee

### **II. APPROVAL OF MINUTES**

The Board reviewed the minutes of the Public Meeting April 4, 2011. Selectman Pellerin made a motion, seconded by Selectman Goddard to approve the minutes of the Public Meeting. Following correction were made: "2" to "two", "Senior Direction" to Slusser Center Director", "add the work", "5" to "3" on final vote.

VOTE: Langwasser, Pellerin and Goddard  
voting in favor of the motion; no votes against;  
O'Brien abstaining; motion passes 3-0-1.

### **III. PUBLIC APPOINTMENTS**

Neva Foley from Senator Kelly Ayotte's office was in to introduce herself to the Board. She is currently meeting with all Board of Selectmen from the State. Currently Senator Ayotte has not opened a regional office. She inquired if the Board had any questions or concern. Selectmen Goddard inquired about the

Hopkinton delegation to Concord is proposing legislation for farmers in Hopkinton regarding hemp uses. He further noted one of the stumbling points is the Federal Government. He was wondering if Senator Ayotte would be interested in helping to loosen the hold on those rules. Ms. Foley stated she would bring that forward to the Senator. Ms. Foley noted that she would be available for the next hour if anyone in the audience or on the Board wished to speak with her. Selectmen O'Brien thanked her for coming in.

#### **IV. OLD BUSINESS**

Selectmen O'Brien stated that at town meeting, the Board announced they would be looking at all the departments. He further stated since Justin La Vigne has resigned from the position of Recreation Director, they decided to start with that position. There are two jobs within the scope of Recreation Director, one is the Recreation Director and the other is Senior Director. They are two distinct jobs with large responsibilities. The Board has proposed to split the job in two part-time positions; 30 hours for the Recreation Director and 20 for the Senior Director. This is an attempt to reduce the responsibilities of the Recreation Director. Selectmen O'Brien stated he had asked Justin for a list of his responsibilities along with a list of the program he feels would be cut if the position were 30 hours. At this time, Selectmen O'Brien asked Justin La Vigne to come forward. Mr. La Vigne stated much preparation goes into each event, as each one requires planning and coordination. A discussion ensued with regards to how the volunteers are used. Mr. La Vigne states he is the point person for all activities. He further stated many of the programs are in place and can run by themselves.

A discussion ensued with regards to Summer Camp. Mr. La Vigne stated he has worked hard to get this program to be self-funding and it is a popular program. Selectmen O'Brien inquired if the job is really 50-60 hours per week and if so is the Board asking too much of an employee to work that many hours. Mr. La Vigne noted he has asked for part-time help for the past couple of years.

Selectmen O'Brien asked for comment from the public.

Jane Fairchild read a prepared statement, which asked the Selectmen to reconsider and keep the Recreation Director's position full time. She noted camp was self-sufficient. Selectmen O'Brien reminded the public the Board has not yet made a decision.

Bryon Carr stated the voters should decide this issue.

Mark Newton stated the time involved is tremendous. The Recreation Committee works hard. Hours of planning go into each event. The Recreation Committee and the Recreation Director have been building a cohesive team. 30 hours is not enough time.

Merle Dustin stated she is stunned by the amount of work and professionalism from Justin. His efforts encompass the community, he has asked for an assistant, and he has done a great job.

Louise Carr stated she is passionate about the Recreation Department. Everyone needs to remember that this is a one person department and the board should considering keeping the position full time and hiring a part time assistant.

Don Lane stated the Sr. Recreation Council has lost members. There was a consensus of the committee members that perhaps it should be a program committee and should become more involved with programs. He feels the position should be full time.

Justin La Vigne stated someone needs to manage the building. Programs run themselves and are easy to set up.

Merle Dustin questioned who is in charge when no town employee is at the Senior Center.

Selectmen Goddard read the following statement received by e-mail Matthew Taylor:

I was very disappointed to read in the Concord Monitor this morning that Justin La Vigne is leaving. He has done an excellent job and I wish he had I wish him and his family the best.

I was also very disappointed to learn that the Board of Selectmen is considering making significant cuts to the Department just a few weeks after the Town gave overwhelming support for the budget. I would like to know how the Selectmen intend to use the money that will be taken out of the Recreation budget. It may be in the purview of the Board to shift money from one account to another, but it certainly does not reflect the will of the people.

Unfortunately I will not be able to attend your meeting on Monday night. Please read this email into the record and provide a response. Thank you.

A discussion ensued with regards to how to better use the Recreation Committee for assistance.

Justin La Vigne stated the job became more difficult after the Human Services position was moved to the Town Hall.

Selectmen O'Brien stated he is concerned the Board is expecting an employee to work 50-60 hours. He further stated there was no intention of cutting programs.

Selectmen Pellerin made a motion to seek a full-time salaried Recreation Director position. Selectmen Langwasser seconded the motion.

VOTE: O'Brien, Langwasser, Pellerin  
and Goddard voting in favor of the motion;  
no votes against. Motion passes 4-0.

A discussion ensued with regards to the hiring process, when advertising will begin, and get a search committee together. The Committee should not be more than 7 people; which should include recreation committee member, senior recreation council member, and a town residence. It was decided to notify the chair of the senior recreation council and the recreation committee for suggestions.

Selectmen Goddard suggested that Mr. Cass and Mr. La Vigne go through the resumes first, and then forward them to the committee.

## **V. PUBLIC FORUM**

Merle Dustin stated the boundary marker between Webster & Contoocook is now upright. She also noted the lights on the bandstand seem to be on during the day. Mr. Cass will check into it. Ms. Dustin also noted that she has spoken to the Robert Lewellen and he stated he would pay to have the bandstand power washed and painted. Mr. Cass will contact Mr. Lewellen.

Bob LaPree came forward to update the Board on the Landfill and Recycling Committees. He stated the Landfill Committee is working on policy and the definition of re-use. He informed the Board that Webster is going to be hiring a recording secretary and they would like Hopkinton to have a recording secretary as well. He also stated the only complaint about the Pay by Bag bags is the lack of strength. Mr. Cass stated new bags have been ordered.

A discussion ensued with regards to all the open space around the transfer station. Concern is for the area around the new community well. It was noted it is posted.

A discussion ensued with regards to haulers bringing in trash that is not all in green bags and how the tipping fee is determined.

A discussion ensued with regards to the number of members on the Recycling Committee. Deb Augustine has recently resigned from the committee and Denis Goddard is no longer a voting member but remains on the committee as the Selectmen's Representative. It was suggested the committee bring names to the Selectmen. Mr. LaPree also inquired what the Recycling Committee should focus on now. He also ask the Board to consider single stream.

Selectmen Langwasser asked Mr. LaPree to have the committee look into two satellite stations for recyclables.

Further discussion ensued with regards to single stream, commodities prices, and a possible increase in tipping fees.

## **VI. OLD BUSINESS**

The Board looked over and discussed the new Appointment Policy. Selectmen Langwasser made a motion to approve the new Appointment Policy as written. Selectmen Pellerin seconded the motion

**VOTE:** O'Brien, Langwasser, Pellerin  
and Goddard voting in favor of the motion;  
no votes against; motion passes 4-0.

Selectmen Pellerin made a motion to approve the Application for Appointment. Selectmen Langwasser seconded the motion.

**VOTE:** O'Brien, Langwasser, Pellerin  
and Goddard voting in favor of the motion;  
no votes against; motion passes 4-0.

## **VII. NEW BUSINESS**

Mr. Cass referred to the memo with regards to the roof replacement at the Town Hall and Highway Barn. The town hall roof would cost approximately \$30,000.00, which includes removing the old shingles, installing plywood, adding appropriate drip edge, waterproof membrane, felt paper and installing shingles on the entire roof and cupola. He recommended taking \$25,000 from the Town Hall Renovation CRF. (Balance: \$26,093.16) and the remaining coming from the Town Facilities Trust Fund (balance: \$41,231.81).

Replacing the entire highway roof barn is estimated to be \$35,000. Mr. Cass stated it would be paid for by the Highway Garage CRF (balance: \$33,516.42) with the remainder coming from the Town Facilities Trust Fund (balance after town hall roof: \$36,000).

Selectmen Goddard made a motion to approve the roof replacement for the Town Hall and the Highway Barn as outlined. Selectmen Pellerin seconded the motion.

**VOTE:** O'Brien, Langwasser, Pellerin  
And Goddard voting in favor of the motion;  
No votes against; motion passes 4-0.

Mr. Cass informed the Board that it is time to renew the PILOTS for two of the churches. Mr. Cass suggested reviewing the property values before renewing the PILOTS. He will bring it forward at the next meeting.

Discussion ensued with regards to the Lease between the Town of Hopkinton and the Hopkinton Rescue Squad. It was suggested this lease should remain the same until after the Fire Station Study Committee has given their report.

A discussion of the Snow from Private Driveways in the Public Streets & Roads Ordinance which the Municipal Operations Improvement Committee has revised. It was noted a public hearing is needed before any change takes place. As MOIC has more ordinances to revise it was advised to wait and do one public hearing for all of them. Key Security will be next.

Mr. Cass informed the Board the septic problems at the Horseshoe Tavern have been fixed.

A discussion ensued with regards to looking at each department, loss of state funding in the future, and how it will affect Hopkinton.

## **VIII. OTHER BUSINESS**

There being no further business, motion by Selectman Goddard, seconded by Selectman Pellerin to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 9:05 PM.

Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant

*These minutes are not official until approved by the Board of Selectmen at their meeting.*