



# Town of Hopkinton, NH

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## **SELECTMEN PUBLIC MEETING MINUTES MONDAY, DECEMBER 5, 2011 APPROVED**

Chairman Jim O'Brien called a regularly scheduled business meeting of the Board of Selectmen to order at 5:33 PM on Monday, December 5, 2011.

### **Present:**

Jim O'Brien, Chairman

George Langwasser, Selectman

Denis Goddard, Selectman

Neal Cass, Town Administrator

Robin Buchanan, Administrative Assessing Assistant

Absent: Tom Congoran, Bryan Pellerin

Public present: Janet Krzyzaniak, Marion Paxton, Bruce Johnson, Ken Wilkens

### **I. ADMINISTRATIVE**

The Board approved the following:

Selectmen Goddard made a motion to approve the Consent Agenda as presented. Selectmen Langwasser seconded the motion.

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

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

The Board reviewed the minutes of the Public Meeting of November 21, 2011. Selectman Langwasser made a motion, seconded by Selectman Goddard to approve the minutes of the Public Meeting of November 21, 2011.

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

The Board reviewed the minutes of the Non Public Meeting of November 21, 2011, Session I. Selectman Langwasser made a motion, seconded by Selectman Goddard to approve the minutes of the Non Public Meeting of November 21, 2011.

**VOTE:** O'Brien, Langwasser and Goddard  
voting in favor of the motion; no votes against;

motion passes 3-0.

The Board reviewed the minutes of the Non Public Meeting of November 21, 2011, Session II. Selectmen Goddard made a motion, seconded by Selectman Langwasser to approve the minutes of the Non Public Meeting of November 21, 2011.

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

Chairmen O'Brien stated the Board met with the Warner Selectmen last week and those minutes will be approved at the next meeting. He also informed the public that there were no votes taken. Selectmen Langwasser informed the public that Chief Schaefer also attended the meeting as it was related to the ambulance billing, as well as working together on projects that would financially benefit each town.

### **III. PUBLIC APPOINTMENTS**

Merelise O'Connor from the Local Government Center (LGC) was in to update the Board on the issues currently facing LGC. Ms. O'Connor stated the Town of Hopkinton has been a member since the mid 80 and LGC welcomes all comments and advice. She went on to explain that it is LGC's, as well as Primex and School Cares' interruptions of 5B that the legislators are concerned over. She further stated any changes will be complied with. She further explained that everything is being looked at including non public sessions, in which legal advice and competitive information in is. LGC was not subject to the Right to Know law, which does not account for competition. Their policies will need to be updated. She will continue to update the Board as information is made available.

Chairmen O'Brien thanked Ms. O'Connor for her time and stated the Board appreciates the work that LGC does. Selectmen Langwasser agreed further stating he wishes LGC well and hopes for the best outcome.

### **IV. OLD BUSINESS**

Chairmen O'Brien asked if everyone had looked over the Welfare Director's job description and if there were any comments or changes. Selectmen Goddard made a motion to approve the Welfare Director's job description as written and to be effective January 1, 2012. Selectmen Langwasser seconded the motion.

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

### **V. PUBLIC APPOINTMENTS**

The Webster Selectmen George Cummings and Bruce Johnson as well as Barbara Corliss, Hopkinton Webster Refuse Disposal Committee are here to meet with the Board and Steve Clough, Assistant Superintendent of Public Works. Mr. Cummings would like to schedule a joint public hearing on the Refuse Disposal Ordinance. The two Boards agreed to hold the Public Hearing on January 3, 2012 at the Hopkinton Town Hall to begin at 5:35 pm.

Mr. Cummings inquired of Mr. Clough about an item on the CIP for a break room. Mr. Clough explained there is no place for the employees to eat their lunch out of the dust and dirt and so a small break room is needed. He is hoping to use in house labor, the location will be above the current office and it will also be used for much needed storage space. He estimates it the cost to be much less than is listed on the CIP.

Mr. Cummings also inquired as to the signing of the Warrant Deeds with regards to the property at the Transfer Station. Mr. Cass stated the Warranty Deeds are being signed by the Hopkinton Board of Selectmen tonight and then the Deeds will be sent to the Registry of Deeds for recording. Hopkinton will notify Webster when the Deeds are recorded.

A short discussion ensued with regards to Webster Selectmen Hashem's request for information relative to the landfill monitoring account. Mr. Clough stated he would be happy to meet with Selectmen Hashem.

#### **VI. OLD BUSINESS (continued)**

Budget Committee Update-Mr. Cass stated the following departments presented their budgets to the Budget Committee: Welfare, Ambulance, Fire, Police, Library, Conservation Commission, Cemetery Trustees and Parks and Recreation. Everyone did a good job. The Budget Committee requested the Selectmen take another look at Vendor Payments to insure that there is sufficient money in that account. Mr. Cass stated currently we are over in that budget line. Chairmen O'Brien asked if we have started using the reserve funds, Mr. Cass stated not yet. It was noted the federal government may be giving out less money for fuel assistance this year.

Selectmen Langwasser made a motion to increase the welfare vendor budget line by \$10,000 bringing the total to \$70,000. Selectmen Goddard seconded the motion.

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

Selectmen Langwasser stated the Budget Committee suggested that we bill ½ of regular ambulance costs for those that have no insurance. Mr. Cass noted that Fire Chief Schaefer will be at the next meeting to discuss the ambulance.

Selectmen Langwasser stated the Budget Committee had no questions for Cemetery, Park and Recreations.

It was noted the Conservation Commission made a request for \$250.00 for their budget. Noting it was for dues. Selectmen O'Brien inquired as to the balance of the Conservation Commission's account. He stated the Conservation Commission receives 35% of all of the current use penalties charged during the year and he feels they have sufficient funds in their account to cover the \$250.00. Selectmen Langwasser and Goddard agree. Selectmen Langwasser also stated the Town appreciates all the work the Conservation Commission does in assisting the Town with easements.

#### **VII. PUBLIC APPOINTMENT (continued)**

Steve Clough was in to discuss a possible sewer extension on Penacook Street. This is the best way to increase the rate base and as long as the road is being ditched the Board should consider laying down sewer line. He would like to know if the Board would like him to begin the process by approaching those that live on the road. He would like to get a letter out to those residents in December. Selectmen Goddard stated he would like to see those responses from residents. The Board asked Mr. Clough to start the process by sending out the letters.

### **VIII. PUBLIC FORUM**

Marion Paxton requested the Board send a formal acknowledgement with regards to the Conservation Commission request. Mr. Cass will respond to that request. She also stated that it has come to her attention that a number of people have driven off of Dustin Road, and suggested that instead of lines perhaps the Town could consider putting up signs warning drivers of upcoming curves in the road. Selectmen Langwasser agreed that signs may be more appropriate at some spots. Mr. Cass will ask the Highway Department to look into it.

Mr. Cass informed Mrs. Krzyzaniak that the lights on the tree are very old and it will be impossible to replace them as we do not have a bucket truck, the ladder truck will not work because of the location.

### **IX. NEW BUSINESS**

Mr. Cass went over the list of goals for the Selectmen for 2012.

Mr. Cass went over the Holiday Schedule with the Board. It was noted that Veteran's Day will be on a Sunday. However, as Christmas will be on Tuesday in 2012, the Veteran's Day holiday will be used for the day before Christmas.

Selectmen Goddard made a motion to approve the 2012 Holiday Schedule as presented. Selectmen Langwasser seconded the motion.

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

Chairmen O'Brien began a discussion about the Community Center fund by stating at this time we have no plans for a community center and therefore the money in that fund is just sitting there not earning any interest. If the money is not to be used for a community center then should the money be returned to the general fund.

Bryon Carr stated the community center fund was started before the Senior Center was built. When the Center was completed, the town stopped funding it. He further stated the Houston Barn was intended to be the community center. He noted the barn itself was in good shape however, the foundation would need to be repaired or replaced.

Selectmen Langwasser expressed his opinion that the barn will probably not ever become a community center, the expense to renovate is too great and he does not think it is large enough.

Bryon Carr stated that he has seen many barns that have been repurposed, perhaps we need to look into it again. He also suggested that Municipal Operations Improvement Committee look into it.

Marion Paxton stated that Peter Unich reviewed the potential uses for the barn and felt it was not economically feasible. She suggested using the space that we already have, such as the schools. Mrs. Paxton also suggested having a committee like the Fire Station Study Committee look into the issue or a warrant article to dissolve the fund.

No decision were made, however, Chairmen O'Brien asked that the Community Center be left on the agenda for future discussions.

**X. OTHER BUSINESS**

Mr. Cass informed the Board that he attended a Central Regional Planning Commission Transportation Advisory Council. He informed the Board there is software to help towns prioritize the need for road repairs.

Mr. Cass also stated that many of the illegal signs have been removed.

Selectmen Langwasser inquired if Mr. Cass had heard from the Prices regarding the property at Deer Meadow. Mr. Cass stated there still is no estimate; however, the house has been winterized.

Selectmen Langwasser made a motion to go into non public session with regards to RSA 91-A:3 II (a). Selectmen Goddard seconded the motion.

**ROLL CALL VOTE:** O'Brien: yes; Langwasser: yes;  
Goddard: yes; no votes against; motion passes, 3-0.

Chairmen O'Brien stated there will be no further business conducted after the non public session. The Board entered non public session at 7:30 pm.

Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant

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