



Town of Hopkinton, NH

Office of the Select Board

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SELECT BOARD PUBLIC MEETING MINUTES MONDAY, MAY 6, 2013 APPROVED May 20, 2013

Select Board Chair Jim O'Brien called the regularly scheduled meeting of the Select Board to order at 5:30 p.m. on Monday, May 6, 2013, in the large meeting room in the Town Hall. Police Chief Stephen Pecora led the group in the Pledge of Allegiance.

Members Present: Jim O'Brien, Chair, George Langwasser, Vice Chair, Sue B. Strickford, Sara Persechino, and Ken Traum

Staff Present: Neal Cass, Town Administrator

Others Present: Janet Krzyzaniak and two students from the High School Civics class

II. ADMINISTRATIVE

Consent Agenda

Board members reviewed documents for signature and approved unanimously the Consent Agenda taking the following action on motion made by Mr. Langwasser and seconded by Mr. Traum:

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
Payroll Check Manifest	5/9/2013	Approved	Checks 29421-29445 \$58,317.83
Accounts Payable Manifest	5/6/2013	Approved	Checks 48069-48120 \$274,759.26
Abatement Settlement Agreement	5/6/2013	Approved	Knapton v. Town of Hopkinton Map/Lot 223-023-000
Abatement Settlement Agreement	5/6/2013	Approved	Sandy Beach v. Town of Hopkinton Map/Lot 208-003-000
Promissory Note for Highway Garage	5/6/2013	Approved	\$530,566 w/Northway Bank as approved at Town Meeting
Building/Use Permit-Pellerin	5/6/2013	Approved	431 Dolly Road-Renovation
Building/Use Permit-Durand	5/6/2013	Approved	633 Maple Street-New business & sign
Building/Use Permit-Schell	5/6/2013	Approved	2208 Hopkinton Road-Storage Shelter
Building/Use Permit-Ellis	5/6/2013	Approved	1314 Bound Trees Road-Playhouse
Temporary Special Event Sign Permit	5/6/2013	Approved	Hopkinton Farmer's Market
Home Occupation Registration Form	5/6/2013	Approved	Mirantz-189 Deer Path 224-004 - Baking
Appointment to Office	5/6/2013	Appointed	Robert Knight-Conservation Commission Member-2016
Appointment to Office	5/6/2013	Appointed	Robert LaPree-Conservation Commission Alternate-2015
Appointment to Office	5/6/2013	Appointed	Bryan Pellerin-Economic Development Commission-2016
Appointment to Office	5/6/2013	Appointed	Jones T. Wilson - Recreation Committee-2014
Appointment to Office	5/6/2013	Appointed	Rosalie Smith-Recycling Committee-2016
Appointment to Office	5/6/2013	Appointed	Ann Yonkers-Recycling Committee-2016
Appointment to Office	5/6/2013	Appointed	Marilyn Bresaw-Senior Recreation Council-2016
Appointment to Office	5/6/2013	Appointed	Gloria Symonds-Senior Recreation Council-2016
Appointment to Office	5/6/2013	Appointed	Jon Hunt-Senior Recreation Council-2014
Appointment to Office	5/6/2013	Appointed	Louise Carr-Hopkinton 250th Committee-2016
Appointment to Office	5/6/2013	Appointed	Donald Lane-Hopkinton 250th Committee-2016

Approval of Minutes

The Board reviewed the public meeting minutes of April 29, 2013. Mr. Traum made a motion, seconded by Mrs. Persechino to approve the minutes of the Public Select Board Meeting held on April 29, 2013. There being no discussion, Chair O'Brien called for the vote.

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

The Board reviewed the nonpublic meeting minutes of April 29, 2013. Mr. Langwasser made a motion, seconded by Mr. Traum to approve the nonpublic minutes of the Select Board Meeting held on April 29, 2013. There being no discussion, Chair O'Brien called for the vote.

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

Approval of the Nonpublic Minutes was moved to the end of the meeting.

III. PUBLIC APPOINTMENTS

Capital Area Public Health Network (CAPHN) –Leigh Cheney and Stephen Pecora

Leigh Cheney from CAPHN and Hopkinton Emergency Management Director Stephen Pecora met with the Board to review the CAPHN. CAPHN is a coalition of municipalities and health and human service agencies in the Concord Hospital service area working together to improve local emergency preparedness. Members include representatives from local municipalities: EMS, Fire, Police, Health Officers, emergency Management Directors, Welfare Directors, Town Administrators, and members of Select Boards. Ms. Cheney handed out her presentation for the Board to review, said that CAPHN is moving toward offering more health services, talked about the POD and health annex, and explained that plans are in place for possible emergencies. She said CAPNH is constantly looking for volunteers. She also noted that there are 5 PODs in the area including the one at Hopkinton Middle High School. She left a copy of the CAPHN Regional Sheltering Agreement and the Capital Area Emergency Management Mutual Aid Agreement for the Board to review.

Transfer Station Items – Stephen Clough

Mr. Clough noted that he wanted to update the Board on things that are happening at the Transfer Station.

- The mission is to have a zero waste strategy.
- Waste has gone down steadily over the last 10 years. No more trailers are leaving the Station now than 20 years ago just more of them are recyclables and less trash.
- With support the Transfer Station will offer more programs
 - Collect caps, rigid plastic and yogurt containers
 - More chipping of wood rather than burning
 - Look at how hazardous waste collection is done
 - Plastics education
 - Outreach through e-mail being pro-active

Mr. Clough said that as part of the Pay-by-Bag program #3-#7 plastics don't have to go in the green bags. There is no market for these plastics so presently they are collected in a bin and then put in the trash hopper. They blow into the wood and the bin takes up space. Mr. Clough requested that these just be directly put in the hopper by the customer to reduce the issues with them. The Board concurred.

Prospect Street Stop Sign – Jim O'Brien

Mr. O'Brien recused himself as a member of the Board and approached the Board as a citizen. He explained that traffic cutting across Prospect Street from Maple Street to Main Street relatively fast and aren't aware of the children and adults walking in the area. He requested that a Stop sign be place at the Prospect Street/Highland Avenue intersection requiring vehicles approaching the intersection from Maple Street to stop. The consensus of the Board was to have the Police Chief and Highway Superintendent review the intersection and make a recommendation.

IV. PUBLIC FORUM

Janet Krzyzaniak asked if the Town recycles and was told that it does. She also reported the Merle Dustin is home and would appreciate cards.

V. OLD BUSINESS**Appointments to office**

Mr. O'Brien will call the next EDC meeting where the committee can elect a chair.

The Town Administrator will contact Art Cunningham about serving on the Hopkinton-Webster Refuse Disposal Committee.

VI. NEW BUSINESS**Monthly Financials**

The Town Administrator walked the Board through the expense report for the year ending April 30.

Property-Liability Insurance will be on the meeting agenda for the next meeting.

Overtime Policy

Mr. Langwasser questioned the present overtime policy that requires 40 hours of work in a week versus overtime being granted for any time over 8 hours per day. The Town Administrator reviewed the policy with the Board and point out that there has been no change to this policy in over 20 years. The Board did not propose changing the present policy.

V. TOWN ADMINISTRATOR UPDATES

The forms for the foundation of the new highway garage went in today. The walls will be poured tomorrow.

The Town Administrator requested permission to create a town Facebook page as another way to help keep people informed. The Board granted this permission.

VI. OTHER

A local contractor has offered to maintain the area around the fountain in Fountain Square if he is allowed to put up a sign. Presently Elaine Loft and Lynda Kimball maintain this area as volunteers and the Town is happy with their work.

Janet Krzyzaniak and Alida Paine will provide and maintain the flowers at Veteran's Park. Their effort is greatly appreciated.

TF Moran is scheduling their review of the structure of the Contoocook Village Fore Station.

Mr. Langwasser requested that the intersection of Spring Street and Kearsarge Avenue be addressed.

The Board discussed their preparation for the meeting concerning the DES permit modification being held on May 20.

- The Select Board will lead this discussion and call on staff when needed.
- There will be a review of the economics of the Transfer Station
- The focus will be on the issue at hand, not hypothetical cases.
- We will work to have a date from DES for their hearing.
- The Town Administrator will obtain the necessary information from Town Counsel.
- Mr. Langwasser requested that at the end of the hearing the Boards either affirm their decision to request the permit modification or call it off.

The Board will meet Friday morning at 8:30 at the Bates Building for a department tour.

Approval of Nonpublic Minutes

The Board reviewed the nonpublic meeting minutes of April 29, 2013. Mr. Langwasser made a motion, seconded by Mr. Traum to approve the nonpublic minutes of the Select Board Meeting held on April 29, 2013. There being no discussion, Chair O'Brien called for the vote.

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

VII. ADJOURNMENT

There being no further business, motion by Mr. Traum, seconded by Mr. Langwasser to adjourn the meeting.

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

Chair O'Brien declared the meeting adjourned at 8:02 p.m.

Respectfully submitted,

Neal A. Cass, Town Administrator