



# Town of Hopkinton, NH

## Office of the Select Board

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### SELECT BOARD PUBLIC MEETING MINUTES MONDAY, JULY 1, 2013 APPROVED July 15, 2013

Select Board Chair Jim O'Brien called this additional meeting of the Select Board to order at 5:30 p.m. on Tuesday, June 11, 2013, in the large meeting room in the Town Hall. Mr. O'Brien introduced the members of the Board. Police Chief Steve 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

## 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. Traum and seconded by Mr. Langwasser:

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
Appointment Papers	7/1/2013	Approved	James F. Huard as a Patrol Officer
PAF- Hiring FT Patrol Officer	7/1/2013	Approved	James F. Huard
Primex Membership Agreement	7/1/2013	Approved	
Application for State Bridge Aid	7/1/2013	Approved	Stickney Hill Road
Right to Bury	7/1/2013	Approved	Section A, Lot 20, Plots 2,3,4-New Hopkinton Cemetery
Notice of Intent to Cut	7/1/2013	Approved	Map 239. Lot 9 - Putney Hill Road
Abatement of Property Tax	7/1/2013	Approved	157 South Road - \$15,400 abated
Building Permit 2013-00235	7/1/2013	Approved	151 Brookwood Lane - patio removal and new garage
Building Permit 2013-00234	7/1/2013	Approved	187 Fire Pond Road - Attached Garage
Building Permit 2013-00233	7/1/2013	Approved	319 Sugar Hill Road - In-ground pool and screened porch
Building Permit 2013-00232	7/1/2013	Approved	67 Farrington Corner Rd. Installation of 3 panels .
Building Permit 2013-00237	7/1/2013	Approved	West Ridge Circle - Single Family Residence
Payroll Check Register	7/3/2013	Approved	\$28,730.16-Checks, \$43,605.22-Direct Deposit \$72,335.38-Total
Accounts Payable Manifest	6/24/2013	Approved	\$1,231,418.07
Accounts Payable Manifest	7/1/2013	Approved	\$162,224.37
Transfer of Funds to General Fund	7/1/2013	Approved	\$4,245.16 from Human Services Energy Fund - Quarter 2
Transfer of Funds to General Fund	7/1/2013	Approved	\$13,482.39 from Public Safety Revolving Fund - Quarter 2
Transfer of Funds to General Fund	7/1/2013	Approved	\$21,641.77 from Recreation Revolving Fund - Quarter 2
Transfer of Funds to General Fund	7/1/2013	Approved	\$529.16 from Senior Rental Sp Revenue Fund - Quarter 2
Transfer of Funds to General Fund	7/1/2013	Approved	\$ 99.50 from Community Garden Fund - Quarter 2
Request for Payment from CRF	7/1/2013	Approved	\$11,850 from Town Hall Renovation CRF
Request for Payment from CRF	7/1/2013	Approved	\$ 949.05 From Fire Dept. Vehicle & Equipment CRF

### **Approval of Minutes**

The Board reviewed the public meeting minutes of June 17, 2013. Several corrections were made. Mr. Langwasser made a motion, seconded by Mrs. Strickford to approve the minutes of the Public Select Board Meeting held on June 17, 2013 as corrected. 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.

## **III. PUBLIC APPOINTMENTS AND BUSINESS**

### **Swearing in of Patrol Officer James Huard**

Mr. O'Brien noted that the Select Board recently toured the police and came away very impressed of the care given to the facility, and also impressed with the dedication of those that work for the Department. He stated that the Board is honored and proud to work with such a dedicated police department.

Police Chief Stephen Pecora introduced James Huard and described the extensive process that has taken place to bring Officer Huard to this point. Mr. O'Brien administered the oath of office and time was taken for all present to take pictures and welcome Officer Huard.

### **Review of Premium Return from Health Trust**

The Board reviewed the information from Health Trust concerning the return of premium. After discussion the consensus was to take the return as a "premium holiday." The return covers the calendar year 2010 so the percentage paid by employees in 2010 will be returned to each employee who contributed. The Town Administrator will prepare a memo with details of this decision as well as a letter to Health Trust informing them of the decision to take the "premium holiday" for Board review at the next meeting.

### **Review and Update of Fire Station Planning**

Architect Kelly Davis, Engineer Robert Duval, and Fire Chief Doug Mumford updated the Board on the progress of the Fire Station. Preliminary plans were shared and a model of a potential building was reviewed. The following information was shared:

- The present Contoocook Fire Station is structurally capable of supported a second story.
- There is room between the station and the river to add a bay for the ladder truck.
- There is room to accommodate the needs of the station for many years to come. Mr. Davis said that needs would be met for 30-50 years and probably longer because additional growth may happen at the Hopkinton Station.

Next steps:

- Do further engineering designs to be able to obtain required DES permits. This plan includes improving storm water drainage to protect the river.
- Have Fire Department membership review conceptual plan to gain feedback.
- Fine tune plan
- Meet in August to determine method of construction that will be pursued.
- Review Fire Station Study Committee report to assure that the needs listed have all been considered.

### **Review of NIOSH Report**

The Board reviewed the report with Chief Mumford and he assured them he is working to create a plan to address any deficiencies that have been noted.

### **Open Space Committee**

Dijit Taylor and Bob LaPree presented a PowerPoint presentation on the Hopkinton Greenway. The Greenway is the “loop” trail that goes around Hopkinton village. They will continue to do presentation helping to make more people aware of the resource that exists. The Board thanked the trail group for their vision which has now turned into a trail that can be walked on.

### **Greener Hopkinton**

Bethann McCarthy presented a “Proposed Resolution Establishing Energy and Conservation Goals Regarding Cost-Effective Actions to Reduce Greenhouse Gas Emissions.” This is a follow-up to the resolution voted by Town Meeting in 2007. The Board discussed whether this should be brought to Town Meeting in order to be discussed at the largest forum possible. Mr. O’Brien said that it may be beneficial to direct Greener Hopkinton, working with the Town Administrator to develop ways to implement the Resolution instead of putting the entire burden on the Town Administrator. Mr. Cass will provide the Board copies of the 2007 Resolution and Greener Hopkinton will work with the Town Administrator to rework the wording of the Resolution and bring it back to the Board at a future meeting.

### **931 Gould Hill Road Draining – Peter Yunich**

Mr. Yunich, one of the Trustees of the property located at 931 Gould Hill Road met with the Board to discuss the cleaning of the storm drain that services his driveway. Mrs. Persechino recused herself from the discussion and vote as her husband works for Mr. Yunich. The Board reviewed the information provided by Mr. Yunich and the Town Administrator. Mr. Yunich requested that either the Town clean the catch basin or the Town clean the catch basin and Mr. Yunich pays the cost, but the Town must provide a contract and proof of the actual cost of the cleaning. Mr. Yunich presented his information and then left the meeting. The Board further discussed the situation and reviewed all the information.

Mr. Langwasser made a motion, seconded by Mrs. Strickford that the Town will take care of the swales on both sides of Gould Hill Road under normal maintenance in like manner to other roads in Town, and will arrange for the catch basin at 931 Gould Hill Road to be cleaned when the other catch basins on the road are cleaned with the owner being billed for the cleaning.

**VOTE:** Strickford and Traum voting in favor of the motion; O’Brien and Langwasser voting against; Persechino recused. MOTION FAILED (2-2-1).

Mr. O’Brien made a motion seconded by Mr. Traum to affirm the letter sent by the Town Administrator to Mr. Yunich on June 25, 2013 specifically, “As stated in RSA 236:13, VI, the drainage structure under your driveway remains your responsibility, and as such, the Town is not responsible for cleaning it or maintaining it in any way.”

**VOTE:** O’Brien, Langwasser, and Traum voted in favor; Strickford opposed; Persechino recused. MOTION APPROVED (3-1-1).

### **Building Permits for Tree Houses**

The Board reviewed the information provided by Code Enforcement Officer John Pianka and Planning Director Karen Robertson concerning issuance of building permits for tree houses.

Mr. Langwasser made a motion seconded by Mr. Traum “that no building permit is required for tree houses as tree houses are a risk and as such no building permit is required however if a home owner wants to build one on their property it would be at his/her own risk. Further, the Planning Board is requested to review the Zoning Ordinance and make any required changes to assure that permits are not required for tree houses.”

**VOTE:** O'Brien, Langwasser, Strickford, Persechino and Traum voted in favor; none opposed. MOTION APPROVED (5-0).

### **Town Electricity**

Mr. Traum made a motion, seconded by Mr. Langwasser “that the Board endorse the recommendation of the Town Administrator to enter a contract with NextEra Electric to provide electricity to the Town and to authorize the Town Administrator to execute the required documents.

**VOTE:** O'Brien, Langwasser, Strickford, Persechino and Traum voted in favor; none opposed. MOTION APPROVED (5-0).

### **Travel on East Penacook Road**

The Board reviewed the issue of traffic on East Penacook Road and the enforcement of truck routes by the City of Concord. The Town Administrator will prepare information for review by the Board at a later meeting.

## **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 9:35 p.m.

Respectfully submitted,

Neal A. Cass, Town Administrator