



Town of Hopkinton, NH

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**SELECT BOARD
 PUBLIC MEETING MINUTES
 MONDAY, SEPTEMBER 9, 2013
 Approved September 23, 2013**

Select Board Chair Jim O’Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, September 9, 2013, in the large meeting room in the Town Hall. Mr. O’Brien introduced the members of the Board. Ken Traum 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 and Robin Buchanan, Administrative Assessing Assistant

Public Present: Janet Krzyzaniak, Ken Wilkens

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:

Accounts Payable Manifest	\$ 98,390.11
Accounts Payable Manifest	\$149,610.30
Payroll Manifest	\$ 67,432.81
Payroll Manifest	\$ 14,199.13
Payroll Manifest	\$ 37,312.39
Payroll Manifest	\$ 17,831.49
Payroll Manifest	\$ 3,001.40
Acknowledgement Receipt-MeKercher Fire & Pol	\$ 55,575.34
Building Permit	Courser Leon handicap ramp Map 208 Lot 94
Building Permit	Glifford Christopher attached deck Map 238 Lot 66
Building Permit	Cullinan Michael deck Map 221 Lot 113
Building Permit	Prescott Virginia attached deck Map 238 Lot 58
Building Permit	Newman Erick storage shed Map 240 Lot 34
Building Permit	Leung Akina storage shed Map 223 Lot 56
Building Permit	Walnut Tree West replace foundation
MS-1	
MS-5	
Raffle Permit	Concord Hospital

Temporary Special Event Sign Permit	The Marketplace at Marklin
Temporary Special Event Sign Permit	Renee Campbell for Cub Scout Food Drive

Approval of Minutes

The Board reviewed the public meeting minutes of August 26, 2013. Mrs. Persechino made a motion, seconded by Mr. Traum to approve the minutes of the Public Select Board Meeting held on August 26, 2013. There being no discussion, Chair O'Brien called for the vote.

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

The Board reviewed the public meeting minutes of September 6, 2013. Mr. Langwasser made a motion, seconded by Mrs. Persechino, to approve the minutes of the Public Select Board Meeting held on September 6, 2013. There being no discussion, Chair O'Brien called for the vote.

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

III. PUBLIC APPOINTMENTS

There were no public appointments scheduled.

IV. PUBLIC FORUM

Janet Krzyzaniak informed the Board that kids were skateboarding on the Library stairs down to the Slusser Senior Center. Mrs. Krzyzaniak inquired as to moving the benches located in the triangle in Contoocook. Chairman O'Brien gave a brief history, noting that a monument was originally placed there with the benches. The monument has been moved, but the benches remained. Mrs. Krzyzaniak would like to know if the benches can be removed and have one placed at the end of Houston Drive. Mr. Cass will check and make sure the benches were not part of a donation, and if so, what conditions were agreed upon. It was also noted that another one is being donated to the Town to be placed at the gazebo.

V. OLD BUSINESS

Kimball Cabins Committee-Mr. Cass noted that he had prepared a charge for the committee, and the Board also has copies of all the applications for appointment to this committee. A discussion ensued with regards to the wording of the charge and the date to report to the Board. It was determined that the report should be due by the first of the year. Mrs. Persechino inquired as to the number on the committee. Mr. Cass stated 7 to 9 people.

Fire Station Construction Manager Review Committee-Mr. Cass stated the deadline for the RFQ is September 19, 2013. The Board gave Mr. Cass several people to contact with regards to being on the committee.

Flood Control Money Chair O'Brien informed the Board that he has spoken with Bryan Pellerin who is on the Flood Control committee and it has been agreed upon, that if a settlement cannot be reached by the Attorney General's office, then the payment will come out of the Attorney General's budget. They are currently working on a formula for 2012 and will use that formula for 2013.

VI. NEW BUSINESS

Resignation-Brian Morgan, Recreation Committee, has tendered his resignation, as he will be leaving for college and will not be available for meetings.

Mr. Traum made a motion, seconded by Mrs. Persechino to accept the resignation of Brian Morgan from the Hopkinton Recreation Committee.

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

Mr. Traum made a motion, seconded by Mrs. Persechino to approve Shelley Crown to the Recreation Committee.

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

Review of YTD Financials-Mr. Cass stated the budget looks good. Building permits are up. The expense side is also doing well, however, he noted to the Board that the paving and shimming budget is not under; it just has not been expended out.

Audit Review/Update-Mr. Cass stated that after reading the Audit letter nothing stands out. He also noted the audit was delayed due to circumstances at the auditor's office.

Review of Agenda with School Board-Mr. Cass stated that a Joint School Board/Board of Selectmen meeting has been scheduled for September 23 and asked the Board to look over the draft agenda. He also noted the meeting will be held at the Slusser Senior Center and the Board will have their regular business meeting after the joint meeting. Mr. Traum inquired if the meeting with the School Board would be an appropriate venue to inquire about how the Fair is beneficial to the school. Mrs. Strickford stated she has heard that the school will be putting in more cameras.

2014 Merit Pay Allocation-Chair O'Brien gave a brief history of how the merit pay allocation works and why the Board has decided to use this method. Mrs. Strickford states she is in favor of increasing first responders pay. A discussion ensued with regards to a town manager vs. a town administrator. The Board asked Mr. Cass to prepare a list of upcoming expenses for 2014.

VII. TOWN ADMINISTRATOR UPDATES

Old Putney Road paving-Old Putney Hill Road will be paved next week. If there is any material left over, Mr. Thayer, Highway Superintendent, would like to pave to the top of Putney Hill to help with washouts and plowing. Mr. Langwasser stated we should speak with those who will be affected by the paving.

Clement Pond Boat Access-After some research, Mr. Cass discovered that the road to the ramp was laid out by the Executive Council as a class 6 road. By law, we cannot spend money on a class 6 road. Residents have maintained it in the past. Erosion is a concern as well as silt going into the pond. Discussion ensued with regards to upgrading the Class 6 to Class 5, then the town would have to maintain the road, however, trees would need to be cut in order to maintain it properly.

Chairman O'Brien inquired if there have been any complaints with regards to the lights at the exits being turned off. There have been no complaints reported to date.

Mrs. Persechino reminded the Board about the Hopkinton Village Greenway hike on September 21 at 1:00 pm starting at Kimball Cabins.

Mr. Langwasser informed the Board that Chalkpond Investments will be at the Planning Board meeting tomorrow, seeking permission for a 2 lot subdivision, in which the road would be in Hopkinton, but the lots would be in Warner. He gave a short history of Chalkpond, noting that he currently owes the town money from his last subdivision. However, he noted that the Planning Board cannot deny his request, because he owes us money; but he cannot get final approval on the subdivision until he pays the money owed.

Mrs. Strickford inquired about a small area at the intersection of Spring St and Kearsarge, noting that a resident has inquired as to who would mow that small piece. Mr. Cass stated it would be mowed when we do road side mowing.

Mrs. Persechino stated that in the interest of saving paper, the Board may want to consider using tablets. Mr. Cass will do some research on the matter.

Mr. Cass stated that the Highway Garage will be completed soon and the punch list will be complete shortly thereafter. No date has been set for the open house.

NON-PUBLIC SESSION II-RSA 91-A: 3 IV (c) Reputation

Mr. Traum moved to go into a non-public session regarding an issue which if discussed in public would likely affect adversely the reputation of any person, other than a member of the Select Board itself, under the provisions of Nonpublic Session RSA 91-A: 3 II (c). Mr. Langwasser seconded the motion.

VOTE: Select Board Members Langwasser, Strickford, Persechino, Traum and Chair O'Brien voted in favor, 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 7:35 p.m. The Board returned to public session at 7:50 p.m.

Vote to seal nonpublic minutes:

Mr. Langwasser moved to seal the minutes of the just completed nonpublic session for a period of one year. Mr. Traum seconded the motion.

VOTE: Select Board Members Langwasser, Strickford, Persechino Traum and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (5-0).

ADJOURNMENT

There being no further business, motion by Ms. Strickford, seconded by Mr. Langwasser to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 7:52 p.m.

Respectfully submitted,

Robin Buchanan

Administrative Assessing Assistant

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