



# **Town of Hopkinton, NH**

## **Office of the Select Board**

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### **SELECT BOARD PUBLIC MEETING MINUTES MONDAY, MARCH 24, 2014 APPROVED APRIL 7, 2014**

Town Administrator Neal Cass called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, March 24, 2014, in the large meeting room in the Town Hall. Mr. Cass introduced the members of the Board. Jim O'Brien led 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:** Rich Houston, Janet Krzyzaniak, Ken Wilkens and several members of Hopkinton High School Civics class

## **II. ADMINISTRATIVE**

### **Election of Chair**

Mr. Cass stated the first order of business is to elect a chairman. Mr. Traum made a motion to nominate Jim O'Brien. Mrs. Persechino seconded the motion.

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

### **Consent Agenda**

Board members reviewed documents for signature and approved unanimously (5-0) the Consent Agenda taking the following action on motion made by Mr. Langwasser and seconded by Mr. Traum:

Item	Date	Action	Comments
Accounts Payable Manifest	03/24/2014	Approved	\$ 72,779.25
Accounts Payable Manifest	03/24/2014	Approved	\$144,411.85
Payroll Manifest	03/24/2014	Approved	\$ 62,584.26
Building Permit	03/24/2014	Approved	405 Bound Tree
Building Permit	03/24/2014	Approved	205 Pine St
Building Permit	03/24/2014	Approved	688 Hopkinton Rd

Building Permit	03/24/2014	Approved	232 Putney Hill Rd
Building Permit	03/24/2014	Approved	449 Patch Rd
Building Permit	03/24/2014	Approved	365 Crowell
Business Permit	03/24/2014	Approved	Polkadots
Abatements	03/24/2014	Approved	Sandy Beach
Elderly Deferrals	03/24/2014	Approved	Map 102 Lot 84
Elderly Deferrals	03/24/2014	Approved	Map 102 Lot 225
Veteran's Credit-disabled	03/24/2014	Approved	Map 218 Lot 17
Current Use Application	03/24/2014	Approved	Sauer Contoocook Realty
Current Use Application	03/24/2014	Approved	Walsh
Elderly Exemption	03/24/2014	Approved	Map 102 Lot 49
MS-2	03/24/2014	Approved	
Right to Bury	03/24/2014	Approved	Carson
Thank you notes	03/24/2014	Approved	
Timber Tax Warrant	03/24/2014	Approved	\$524.70

### **Approval of Minutes**

The Board reviewed the public meeting minutes of February 24, 2014. Mr. Traum made a motion; seconded by Mrs. Persechino to approve the minutes of February 24, 2014.

**VOTE:** O'Brien, Strickford and Traum voting in favor of the motion; no votes against, Langwasser and Persechino, abstaining-not present at meeting; MOTION APPROVED 3-0-2.

The Board reviewed the public meeting minutes of March 10, 2014. Mrs. Persechino made a motion; seconded by Mr. Langwasser to approve the minutes of March 10, 2014.

**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 non-public meeting minutes of March 10, 2014. Mrs. Strickford made a motion; seconded by Mrs. Persechino to approve the non-public minutes of March 10, 2014.

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

**Acceptance of Retirement Request:** Mr. Cass stated that Corporal Arsenault in requesting retirement after 28 years of service. Mr. Traum made a motion to accept the Retirement Request for Corporal Arsenault. Mr. Langwasser seconded the motion.

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

Mr. Cass stated details for a possible Open House will be forthcoming.

### **III. PUBLIC APPOINTMENTS**

### **IV. PUBLIC FORUM**

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

i. Town Meeting Review and Follow-up

1. Review of overall meeting: Chairman O'Brien stated he felt the meeting went well; the Board was prepared and able to answer all questions. He further stated that the awards and presentations were received well. Mr. Langwasser added the meeting was a positive and supportive meeting.

2. Fire Station Bond Review: will review the Fire Station Building Process

3. Pay by Bag comments: Mrs. Persechino stated the Recycling is not planning on making any further suggestions with regards to the bags. Comments were made as to the bags breaking. Chairman O'Brien stated it needs to be looked at. Mr. Traum suggested asking those with the negative comments to be on a committee that looks into the bag issue. Chairman O'Brien suggested the committee should look at what bags other towns are using. Mr. Langwasser suggested looking at town wide pick up. We need to look at all the options. Chairman O'Brien asked Mr. Cass to prepare a charge for the committee. Mrs. Strickford stated we also need to continue to educate about recycling.

4. Information out to Town residents: Discussion ensued, with regards to the newsletter the Town did in the past. However, it was expensive and very task oriented. It was noted the Senior Center does a newsletter. Mr. Langwasser suggested the Select Board do lunch at the Senior Center more than once a year.

5. Retaining Slusser Senior Center Special Revenue money: Mr. Cass stated the fund was set up for receiving rent, there will be no changes.

ii. Fire Station Building Process Update and Bond Review: The Board Members reviewed the Bond Comparison spread sheet. Discussion ensued, with regards to a pellet system, Mr. Cass's role on the committee and level of decision making. Chairman O'Brien stated this building will be more complicated than the Highway Garage. Mr. Cass stated it needs to be a small group of people, not a large building committee for day to day contact. Discussion ensued, and it was decided that Mr. Cass, Fire Chief Doug Mumford and Deputy Fire Chief Jeff Yale will be dealing with the Construction Managers and architect. It was noted that all reports need to be copied to the Board. Discussion ensued, with regards to finalizing the plans with Kelly Davis at Port One Architects at the meeting on Wednesday, March 26, 2014.

With regards to the Bond, after some discussion, Mr. Traum made a motion to move forward with the Bond with Franklin Savings Bank, in the principal amount of \$2,995,041.00. Mrs. Persechino seconded the motion.

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

iii. Senior Lunch thank you received: Thank you from Senior Center: Mr. Cass stated he received two thank you notes from seniors thanking the Select Board for lunch.

## V. NEW BUSINESS

### i. **Select Board 2014 Assignments:** Assignments are as follows:

Chair: Jim O'Brien

Vice Chair: Mr. Traum nominated George Langwasser as Vice Chair, Mrs. Persechino seconded the motion.

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

Budget Committee: Ken Traum

Planning Board: George Langwasser

Press Relations: Jim O'Brien

EDC: Jim O'Brien

Open Space: Sara Persechino

250<sup>th</sup> Anniversary: Sara Persechino

Recreation: as needed

Recycling: Sara Persechino

Greener Hopkinton: Sara Persechino

Sewer Committee: George Langwasser

Road Committee: Ken Traum

**ii. Appointment List for 2014:** As terms are expiring for committees, the Board looked over which committees will have vacancies. Discussion ensued, regarding whether to reappoint on some committee or to look at possible new members. Mrs. Persechino noted the 250<sup>th</sup> Anniversary Committee has 3 names to submit: Stephen Lux, Ann Wayland and Roxanne Benzel. Chairman O'Brien will speak to Bryan Pellerin with regards to EDC.

**iii. Town Policy Review:** Mr. Cass noted there are four (4) town policies that we should rescind as those policies are covered in either the building code or state statutes. The policies are: #11 Smoke Detector Policy; #26 Recreation Revolving Policy; #29 For Purchase of Technology Tools; and #30 Uncollectible Check Policy. Mr. Langwasser made a motion to rescind #11, #26, #29, and 30. Mrs. Persechino seconded the motion.

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

With regards to the Cash Receipt Fiscal Control Policy, Mr. Cass noted that updates have been made to bring the policy in line with current practices and will require changes in procedure to match the policy tightening fiscal controls. Mrs. Strickford inquired as to why the Treasurer is not the one to go after the bounced checks. Mr. Cass stated it is up to the Department Head. It was noted that we charge a fee as well as recoup the bank fee.

## VI. TOWN ADMINISTRATOR UPDATES

**250<sup>th</sup> Anniversary Committee:** Mr. Cass stated that there is a fund raising page on Go Fund Me.com which did not go through the proper channels for approval. Mrs. Persechino stated that Stephen Lux was to speak with Neal before putting up the page. Mrs. Persechino will contact

Mr. Lux when she gets home tonight. Mrs. Persechino also stated the committee is working on calendar dates. She also mentioned the possibility of a ball, no further details as of yet.

**Safe Routes to Schools:** Mr. Cass noted there were some issues with the engineer and they did not meet state requirement.

**Primex Claim:** Mr. Cass stated that Primex has accepted our claim and it will take about 6 weeks to receive the money.

Mr. Cass stated that we have reached the limit of our oil contract.

Mr. Cass stated we may possibly have an intern. He is interested in economic development and doing an infrastructure study.

Mr. Cass announced that Leigh Maynard, our Children's Librarian has been named Children's Librarian of the Year for the State of NH.

Mr. Langwasser noted a letter from DES to Casella Organics noting that Casella Organics application is not complete and listed 15 questions or concerns that must be addressed.

Chairman O'Brien updated the Board on the Flood Control issues.

## **ADJOURNMENT**

There being no further business, motion by Mrs. Persechino, seconded by Mr. Traum to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant