



# Town of Hopkinton, NH

## Office of the Select Board

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**SELECT BOARD  
PUBLIC MEETING MINUTES  
MONDAY, MAY 19 2014  
APPROVED June 2, 2014**

George Langwasser, Vice Chairman, called this regular meeting of the Select Board to order at 5:35 p.m. on Monday, May 19, 2014, in the large meeting room in the Town Hall. Vice Chairman Langwasser introduced the members of the Board. Ken Traum led the Pledge of Allegiance.

**Members Present:** Jim O'Brien (arriving at 5:36 p.m.), Chair, George Langwasser, Vice Chair, Sue B. Strickford, Sara Persechino and Ken Traum

**Staff Present:** Neal Cass, Town Administrator; Robin Buchanan, Administrative Assessing Assistant; Steve Clough, Assistant Superintendent of Public Works; John Thayer, Superintendent of Public Works; and Jessica Bailey, Recreation Director

**Public Present:** Ken Wilkens, Janet Krzyzaniak, Bonnie & Lester Cressy, Merle Dustin, Chris Lawless, Louise Carr, Bob LaPree, Lee Wilder, Ed Kerr, Michael and Amy Metcalf

## **II. ADMINISTRATIVE**

### **Consent Agenda**

Board members reviewed documents for signature and approved unanimously (4-0) the Consent Agenda taking the following action on motion made by Ms. Persechino and seconded by Mr. Traum:

Item	Date	Action	Comments
Accounts Payable Manifest	05-19-14	Approved	\$63,377.29
Accounts Payable Manifest	05-19-14	Approved	\$443,194.30
Payroll Manifest	05-19-14	Approved	\$62,617
Building Permit	05-19-14	Approved	Map 257-7.1
Building Permit	05-19-14	Approved	Map 222-67.2
Building Permit	05-19-14	Approved	Map 222-38
Building Permit	05-19-14	Approved	Map 243-21
Building Permit	05-19-14	Approved	Map 203-15
Building Permit	05-19-14	Approved	Map 235-25
Building Permit	05-19-14	Approved	Map 102-5
Right to Bury	05-19-14	Approved	

Timber Warrant	05-19-14	Approved	\$2,100.82
Abatement Recommendation	05-19-14	Approved	Map 225-1
Abatement Recommendation	05-19-14	Approved	Map 224-3
Letter accepting resignation	05-19-14	Approved	
PAF Finance	05-19-14	Approved	
PAF Fire	05-19-14	Approved	
PAF Fire	05-19-14	Approved	
PAF Fire	05-19-14	Approved	
PAF Fire	05-19-14	Approved	
PAF Fire	05-19-14	Approved	
PAF Fire	05-19-14	Approved	
PAF Fire	05-19-14	Approved	
PAF Fire	05-19-14	Approved	
PAF Recreation	05-19-14	Approved	
PAF Recreation	05-19-14	Approved	
Tax Warrant 1 <sup>st</sup> Issue	05-19-14	Approved	
Current Use Application	05-19-14	Approved	Map 214-2

### **Approval of Minutes**

The Board reviewed the public meeting minutes of May 5, 2014. Mr. Traum made a motion; seconded by Ms. Persechino to approve the minutes of May 5, 2014.

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

The Board reviewed the non-public meeting minutes of May 5, 2014. Ms. Persechino made a motion; seconded by Mr. Traum to approve the minutes of May 5, 2014.

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

### **III. PUBLIC APPOINTMENTS**

**Steve Clough, Assistant Superintendent of Public Works:** Mr. Clough was in to discuss the repair of a trailer, instead of a purchase of a new one. He has received an estimate of repairs from Rick's Truck & Trailer in the amount of \$20,250.00. Mr. Clough feels that he could probably gain another 5 years of use out of the trailer. He is asking for \$22,275.00 (cost of repairs plus a 10% contingency) to come from the Transfer Station Capital Reserve Fund.

Ms. Persechino made a motion to approve the repair of the trailer in the amount of \$22,275.50 from the Transfer Station Capital Reserve Fund as proposed. Mr. Traum seconded the motion.

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

Mr. Clough was also in to discuss the Sewer Department. He stated the plant was originally built in 1984 and was rebuilt in 2006. He stated we have had the following emergency situations this year: pumping station needed repair, the telemetering system support is no longer available and the pump station alarm panel has deteriorated beyond repair, and Roto-Rooter camera work was needed at Smithfield Road and Main Street. The total for all this came to \$6,675.30. He further

stated the Pump Station has several components that are aging rapidly and the technology is obsolete. All sewer collection systems are regulated by EPA and maintenance is scheduled and performed on a regular basis. Mr. Clough also stated he has several manhole covers in need of repair. He is requesting payment of the bills for repairs listed above, as well as authorization for the remaining balance of the Capital Reserve Fund for any 2014 repairs and maintenance. Mr. Traum inquired as to how a vendor was selected. Mr. Clough stated it depends on the repair and availability of vendors.

Mr. Langwasser made a motion to authorize the payment of \$6,675.03 for repairs to the Sewer Department as mentioned above. Mr. Traum seconded the motion.

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

Mr. Traum made a motion to authorize the remainder of the Capital Reserve Fund to be made available for emergency expenditures and repairs and maintenance of the Sewer Department. Mr. Langwasser seconded the motion.

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

**John Thayer, Superintendent of Public Works:** Mr. Thayer was in to go over the bids and his recommendations for the purchase of the F550 truck and chassis. Mr. Thayer referred to his memo to the Select Board with regards to the bids. He is recommending purchasing the truck from Grappone. The cost after the trade in will be \$35,395.00. For the chassis, Mr. Thayer recommends Donovan Equipment at a cost of \$39,075.00.

Mr. Langwasser made a motion to approve the sum of \$74,470.00 for the purchase of an F550 truck from Grappone and the purchase of the chassis from Donovan Equipment. Ms. Persechino seconded the motion.

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

Mr. Thayer was also in to discuss the storm drain work that needs to be done at the intersection of Kearsarge and Pine Streets. He has received an estimate from RH White in the amount of \$46,128.00. The work will take about a week to complete.

Mr. Traum made a motion to authorize the expenditure of \$46,128.00 for the storm drainage work at the intersection of Kearsarge and Pine Streets. Ms. Persechino seconded the motion.

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

## **PUBLIC HEARING: NO THROUGH TRUCKING**

Chairman O'Brien opened the public hearing at 6:00 p.m. He noted that copies of the proposed ordinance are available, so he would not read the whole ordinance. He did, however, note it pertained to the following roads: Kast Hill, Clement Hill Road, Pine Street, Stumpfield Road, and Sugar Hill Road. Chairman O'Brien asked for public comment. Lester Cressy stated he was against the ordinance and read from a prepared statement. Mr. Cressy also inquired if there had been a traffic count. Mr. Thayer stated a traffic count does not tell you if it is a car or a truck or an 18 wheeler. It is simply a count. It was noted that Chief Pecora had seen the ordinance. Chairman O'Brien closed the public hearing at 6:12 p.m. Discussion ensued, with regards to the size of trucks, only posting certain parts of the road and not the whole road.

Mr. Traum made a motion to pass the ordinance with regards to Stumpfield Road and Sugar Hill Road, not including Kast Hill, Clement Hill and Pine Street. Mr. Langwasser seconded the motion.

**VOTE:** O'Brien, Langwasser, Persechino, and Traum voting in favor of the motion; Strickford voting against; **MOTION APPROVED 4-1.**

**Pete Mosseau and David French:** Mr. Mosseau and Mr. French have come back to the Board with a mock-up of the plaque that they would like to use. Mr. Mosseau stated they are not asking for money from the town for this project, it will be privately funded. Mrs. Strickford stated the other fields are not named for any coach. We have a memorial field and names should be added to that plaque. Discussion ensued.

Mr. Traum made a motion to approve the plaque for Doug Maynard subject to the right for a future Select Board to change it.

**VOTE:** O'Brien, Langwasser, Persechino, and Traum voting in favor of the motion; Strickford voting against; **MOTION APPROVED 4-1.**

Chairman O'Brien stated they should meet with Jessica Bailey, Recreation Director, for placement of the plaque.

**Kimball Property Study Committee Update:** Chris Lawless introduced the committee members that were at the meeting. Mr. Lawless presented a slide show which helped to outline the work the committee is hoping to accomplish. The committee feels the cabins should be preserved and made safe for use; they feel the property should be maintained for recreational use and historic heritage. The committee also felt the property could be used for future events, both public and private. Their first priority is to make cabin 1 (the largest cabin) safe and usable. The cabin itself is in good shape; however, the porch is not. The committee would also like to define a parking area. Now parking is everywhere and the committee would like to fix that. Also there is a well, which needs to be covered for safety purposes. A construction trailer has already been removed from the property. The committee would like to have picnic tables and possibly horseshoe pits and make the dock area accessible with all work to be done in compliance with the Shoreline Protection Ordinance. Phase 2 would consist of operational bathrooms, continued work on cabins and if cabin 4, which is in the worst condition, has to be removed; and a pavilion

could be erected in its place. The committee would like permission to begin work on cabin 1. They estimated a cost of \$5,000.00. The committee already has volunteers, as well as contractors, willing to donate their time. The committee would require the use of a town truck to remove demolition.

Discussion ensued, with regards to funding, and liability insurance with rentals. The Board felt the Committee had done a good job and were supportive of the concept, however, noted there were no funds in the budget. Mr. Cass reminded everyone of the new fund raising policy.

#### **IV. PUBLIC FORUM**

Michael and Amy Metcalf were in to ask the town to sponsor the Contoocook Carry. Mr. and Mrs. Metcalf will be co-chairing this year's event. They would like permission to run the Contoocook Carry on Saturday, September 6, 2014.

Ms. Persechino made a motion to approve sponsorship of the Contoocook Carry. Mr. Traum seconded the motion.

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

Lousie Carr asked about the insurance policy for renting town property. She inquired if the fee for the Tulip Program could be added to the rental fee. It was determined it will remain a separate fee. Mrs. Paxton stated Jessica Bailey has the information for the program.

Merle Dustin stated the steps at the Library have moved due to the winter weather. She asked that someone check on it.

Chris Lawless inquired about the State's decision to keep the past due flood control money. Chairman O'Brien stated it has been added to HB1281.

#### **V. OLD BUSINESS:**

**Solid Waste Study Committee Appointments:** The Board discussed the names brought forward at the last meeting and noted they have spoken with those residents.

Mr. Langwasser made a motion to appoint the following people to the Solid Waste Study Committee: Denis Goddard, Tom Congoran, Mike Byrne, Art Cunningham, Richard Horner, Geoff Mirantz and Scot Zipke. Mr. Traum seconded the motion.

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

**Town Hall Renovations:** Mr. Cass presented the Board with an estimate for the construction of new bathrooms at the Town Hall.

Ms. Persechino made a motion to approve the plans for the Town Hall renovations as presented. Mr. Traum seconded the motion.

**VOTE:** O'Brien, Persechino, Traum and Strickford voting in favor of the motion; Langwasser voting against; MOTION APPROVED 4-1.

The Board was presented with an Application for Appointment from Frank Davis for the Hopkinton Webster Landfill Committee.

Mr. Traum made a motion to appoint Frank Davis to the Hopkinton Webster Landfill Committee. Ms. Persechino seconded the motion.

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

## **VI. NEW BUSINESS**

**Recreation Facilities Trust Expenditure Request:** Mr. Cass referred the Board to a memo submitted by Jessica Bailey, Recreation Director. Mrs. Bailey is requesting funds for purchases for the town beach in the amount of \$1,300.00, to be expended from the Recreation Facilities Trust Fund.

Mr. Langwasser made motion to approve the expenditure of \$1,300.00 from the Recreation Facilities Trust for purchases for the beach. Mr. Traum seconded the motion.

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

A discussion ensued with regards to the hours at the beach.

**Review of McKercher Fund Process:** Mr. Cass stated money was left to the Fire Department, Police Department and Rescue Squad. It was dissolved by the trustees. The money owed to the Rescue Squad has been disbursed. Town is responsible to ensure the money is spent appropriately. Discussion ensued; no changes to be made at this time.

**Financial Review-YTD April 20, 2014:** Mr. Cass stated we are on track; his only concern is the legal line. Mr. Cass also informed the Board of an issue with the Hopkinton Village Precinct Warrant. The warrant contained an article that was not brought before the Budget Committee. It was only presented at their Annual Town Meeting. Mr. Cass has forwarded the information to the DRA.

**Barn Easements:** Mr. Cass stated we have received several renewals and two original applications for Barn Easements. A public hearing will have to be scheduled.

## **VII. TOWN ADMINISTRATOR UPDATES**

Mr. Cass stated that 7 staff members had training in CPR on May 14, 2014. We will be holding another class on May 28.

Mr. Cass stated he has met with the Eagle Scout and the idea of picnic tables at the gazebo. Mr. Cass suggested the Eagle Scout Project may be better suited for the Kimball Property Committee.

Mr. Cass stated the Board has received an invitation to the Volunteer Banquet on May 29.

The deeding deadline is Friday May 16, 2014.

The intern will be starting on Thursday, May 22, 2014.

### **VIII. OTHER**

Ms. Persechino stated that the Open Space Committee has two properties that they are interested in.

Mr. Langwasser stated he would be unavailable to attend the next meeting on June 2, 2014

Chairman O'Brien stated he would be unavailable to attend the meeting on June 15, 2014.

A discussion ensued with regards to the Kimball Property Committee and long term plans. Mr. Cass will do a new charge for the committee.

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

Mrs. Strickford 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). Mrs. Persechino seconded the motion.

**VOTE:** Select Board Members Langwasser, Persechino, Traum, Strickford 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 8:45 p.m. The Board returned to public session at 8:50 p.m.

#### Vote to seal nonpublic minutes:

Mrs. Persechino moved to seal the minutes of the just completed nonpublic session indefinitely. Mr. Traum seconded the motion.

**VOTE:** Select Board Members Langwasser, Persechino, Traum, Strickford 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 Mr. Traum, seconded by Mrs. Strickford to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 8:51 p.m.

Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant