



# **Town of Hopkinton, NH**

## **Office of the Select Board**

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### **SELECT BOARD PUBLIC MEETING MINUTES WEDNESDAY, FEBRUARY 11, 2015 APPROVED 02-23-15**

Select Board Chair Jim O'Brien called this regularly scheduled meeting of the Select Board to order at 5:33 p.m. on Wednesday, February 11, 2015, in the large meeting room in the Town Hall. Mr. O'Brien introduced the members of the Board and Janet Krzyzaniak led the group in the Pledge of Allegiance

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

**Staff Present:** Neal Cass, Town Administrator, Robin Buchanan Administrative Assessing

**Public Present:** Ken Wilkens, Janet Krzyzaniak, Steve Lux, Jr., Louise Carr, Mark Newton, Tom Congoran

## **II. ADMINISTRATIVE**

### **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 Mrs. Persechino:

Accounts Payable Manifest	\$76,330.43
Accounts Payable Manifest	\$23,645.63
Accounts Payable Manifest	\$53,719.69
Accounts Payable Manifest	\$67,625.76
Payroll Manifest	\$67,625.76

### **Building Permits:**

Jeffrey Jones 557/559 E. Penacook Rd change of use

### **Notice of Appointment of CNHRPC:**

Clarke Kidder

### **Yield Tax Levy:**

Erick Leadbeater \$1,447.28

### **Approval of Minutes**

The Board reviewed the public meeting minutes of the previous meeting. Mr. Traum made a motion, seconded by Mrs. Persechino to approve the minutes as written of the Public Select Board Meeting held on Monday, January 26, 2015. There being no discussion, Chair O'Brien called for the vote.

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

The Board reviewed the non-public meeting minutes of the previous meeting. Mr. Traum made a motion, seconded by Mrs. Strickford to approve the non-public minutes as written of the Non-Public Select Board Meeting held on Monday, January 26, 2015. There being no discussion, Chair O'Brien called for the vote.

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

### III. PUBLIC APPOINTMENTS

Chairman O'Brien stated there are no public appointments this week; however, he would like to take this time to thank Mr. Cass for all his work cooking lunch for the Senior Center this week. He would also like to commend all the hard work and effort put forth by the Highway Department in cleaning up the snow and for all the work performed on the burst pipe.

### IV. PUBLIC FORUM

Janet Krzyzaniak stated that the seniors enjoyed the lunch that Mr. Cass cooked. She also stated that many of the banks of snow are very high and it makes for dangerous driving conditions. Mrs. Krzyzaniak also wanted to commend Greg Roberts for his quick response to Paula Simpkin's request for a shovel to clear the front of Houston Barn. Mr. Roberts arrived in short time and shoveled out the area.

Tom Congoran addressed the Board with regards to budget and the need for road repairs. A lengthy discussion ensued, with regards to road repairs, taxes, warrant articles, those on fixed incomes and the school portion of the tax rate.

### V. OLD BUSINESS

**VIP Reception Use of Town Building:** Chairman O'Brien stated at the last meeting the Board agreed that no alcohol will be served at a VIP event in the Slusser Senior Center. Up for discussion this time is whether there should be a VIP reception for watching the fireworks. Mrs. Persechino stated the committee was looking for ways to fundraise and having a reception was one way to do that, however, in light of the funds already raised, she feels the fundraiser may not be necessary. Mrs. Strickford stated she is not in favor of this reception. She further stated if we need to acknowledge those that donated large sums, we need to find another way. All events for the 250<sup>th</sup> Celebration should be open to everyone. Mrs. Carr stated the use of VIP was wrong. It was a way to acknowledge those that gave a large donation. Discussion ensued, with regards to using a town building for a private event during a town wide celebration, the price of admission to the private event and those on fixed incomes. Mrs. Carr also discussed the parade and the RSA for parades and the rules that need to be followed. Mrs. Carr also informed the Board that the committee is flexible and there is still time to make adjustments.

**Budget Hearing:** Mr. Traum stated he will be working with Mr. Cass to shorten the presentation. Chairman O'Brien stated we have to "sell" the budget by putting forth what we do with tax dollars: 24 hour police and ambulance, recreation for kids and adults, Slusser Senior Center, roads plowed. Mr. Langwasser stated that the public has to realize all those things come with a price tag. Chairman O'Brien stated the public needs to be aware that the Town has worked hard to keep the budgets flat, while the school continues to increase their budget. Mr. O'Brien stated if we have to cut the budget, it will be in services and any cut will hurt.

**Finalization of Town Meeting Warrant:****Article 3: Operating Budget**

To see if the town will vote to raise and appropriate the budget committee recommended sum of \$6,122,883 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately.

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

*(The Budget Committee recommends this article (10-0).*

**Article 4: East Penacook Road Bridge Repair**

To see if the town will vote to raise and appropriate the sum of \$ 225,000 for the purpose of engineering and repair work on the East Penacook Road Bridge over the Blackwater River.

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

*(The Budget Committee recommends this article (10-0).*

**Article 5: Appropriation to Capital Reserve Funds**

To see if the town will vote to raise and appropriate the sum of \$ 412,000 to be added to previously established Capital Reserve Funds as follows:

Fire Department Vehicle and Equipment Acquisitions	\$ 50,000
New & Replacement Equipment & Vehicles for Public Works & Highway Dept.	165,000
Replacement & Equipping of Ambulance	70,000
Police and Fire Radio and Related Equipment Replacement	2,000
Transfer Station Equipment & Facilities	35,000
Police Cruiser and Accessories Equipment	30,000
Library Replacement Building	15,000
Dam Maintenance and Construction	10,000
Sewer System Equipment and Sludge Removal	15,000
Renovations to the Town Hall	<u>20,000</u>
<b>TOTAL</b>	<b>\$ 412,000</b>

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

*(The Budget Committee recommends this article (10-0).*

**Article 6: Appropriation to Expendable Trust Funds**

To see if the town will vote to raise and appropriate the sum of \$ 27,000 to be added to previously established General Trust Funds as follows:

Town Facilities Maintenance	\$ 15,000
Recreational Facilities Maintenance	2,000
Hopkinton Library Technology Fund	5,000
Library Building Maintenance	<u>5,000</u>
<b>TOTAL</b>	<b>\$ 27,000</b>

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

*(The Budget Committee recommends this article (10-0).*

**Article 7: Establish Revaluation Capital Reserve Fund**

To see if the town will vote to establish a Revaluation Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of revaluation of real estate for tax assessment purposes, and to raise and appropriate the sum of \$9,000 to be placed in this fund. Further, to name the Select Board as agents to expend from

said fund.

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

*(The Budget Committee recommends this article (10-0).*

**Article 8: Correct Establishment of CIP Committee**

To see if the town will vote to modify its vote at the 1979 Town Meeting establishing a Capital Improvement Program Committee to make it compliant with NH RSA 674:5, and authorize the Select Board to appoint a Capital Improvement Program Committee consisting of 5 members, at least one of which shall be a members of the Planning Board, to prepare and amend a recommended program of capital improvement projects projected over a period of at least 6 years. The Capital Improvements Program may encompass major projects being currently undertaken or future projects to be undertaken with federal, state, county and other public funds. The purpose and effect of the Capital Improvements Program shall be to aid the Select Board and Budget Committee in their consideration of the annual budget.

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

**Article 9: Authorization to Expend from Pay-by-Bag Special Revenue Fund**

To see if the town will vote to raise and appropriate the sum of \$120,000 for the purpose of offsetting the cost of collection and disposal of residential solid waste and such other direct costs as budgeted annually, with said funds to come from the Pay-by-Bag Special Revenue Fund. No funds to be raised by taxation.

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

*(The Budget Committee recommends this article (10-0).*

**Article 10: Rescind Pay-by-Bag**

To see if the town will vote to rescind article 19 as amended that was approved at the March 2010 Hopkinton Town Meeting. Passage of this new 2015 Warrant Article will end the so called "Pay by Bag" trash disposal program in its entirety. Cancellation of "Pay by Bag" will become effective on April 15, 2015.

*( By Petition).*

*(Majority vote required).*

*(The Select Board does not recommend this article (4-1). O'Brien, Langwasser Persechino & Traum voting in favor; Strickford voting against*

**Article 11: Setting of Bag Prices**

To see if the town will vote to continue the current price of the Pay-by-Bag bas as follows: 13 gallon bags - \$ 0.75 and 33 gallon bags - \$ 1.25.

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

**Article 12: Authorization to Expend from Senior Center Rental Special Revenue Fund**

To see if the town will vote to raise and appropriate the sum of \$ 1,047 for the purpose of offsetting operational and maintenance costs of the Slusser Senior Center with said funds to come from the Senior Center Rental Special Revenue Fund No Funds to be raised by taxation.

*(Majority vote required).*

*(The Select Board recommends this article (5-0).*

*(The Budget Committee recommends this article (10-0).*

**Flood Plain Update**

Chairman O'Brien gave the Board a brief update with regards to Flood Control Money. No money has been received from Massachusetts. Discussion ensued, with regards to how to get other towns with flood control involved.

**VI. NEW BUSINESS****Personnel Policy Update**

Mr. Cass stated the Personnel Policy was updated with re-writes of maternity leave, addition of paternity leave. A discussion of adoption leave was discussed. Mrs. Persechino made a motion to adopt the Amendments to the Personnel Policy. Mr. Langwasser seconded the motion.

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

**VI. TOWN ADMINISTRATOR UPDATES****Eversource Lighting Proposal**

Formerly PSNH, Eversource has a lighting proposal for the Town Hall and the Bates building. Changing the lights to LED will cost about \$3,100.00 and it will take approximately 1 ½ years and it will pay for itself.

**Fire Station Update**

Mr. Cass stated the upstairs is almost complete, work is continuing downstairs, everything is on schedule and on budget. The pellet furnace is in and running.

**Town Report Update**

Mr. Cass stated the town report will be going to the printers on the 18<sup>th</sup> of February. The front cover is the Art in the Sky; and the back cover will be of the Charter Reenactment with a schedule of events listed for the 250<sup>th</sup>.

Mr. Cass reminded the Board at the next meeting, we will be meeting with the attorney, with regards to the Hopkinton Fair.

Mr. Traum stated he has spoken an attorney with regards to the landfill contract between Hopkinton and Webster with regards to the landfill.

**VII. NONPUBLIC SESSION****NON-PUBLIC SESSION III-RSA 91-A: 3 IV (e) Legal**

Mrs. Persechino moved to go into a non-public session regarding a legal issue under the provisions of Nonpublic Session RSA 91-A: 3 II (e). Mrs. Strickford 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 8:11 p.m. The Board returned to public session at 8:26 p.m.

Vote to seal nonpublic minutes:

Mr. Traum moved to seal the minutes of the just completed nonpublic session for a period of two years. 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).

**ADJOURNMENT**

There being no further business, motion by Mrs. Strickford, seconded by Mr. Traum to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 8:27 p.m.

Respectfully submitted,  
Robin Buchanan, Administrative Assessing Assistant