



# **Town of Hopkinton, NH**

## **Office of the Select Board**

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### **SELECT BOARD PUBLIC MEETING MINUTES MONDAY, APRIL 20, 2015 APPROVED \_\_\_\_\_**

Chairman Jim O'Brien called the meeting of the Select Board to order at 5:30 p.m. on Monday, April 20, 2015, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board and Steve Lux, Jr. led the group in the Pledge of Allegiance.

**Members Present:** Jim O'Brien, Ken Traum, Sara Persechino, Sue B. Strickford, and Steve Lux, Jr.

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

**Public Present:** Ken Wilkens, Janet Krzyzaniak, Joyce Rose, Merle Dustin, Tax Collector/Town Clerk Charles Gangel, Lester Cressy, Karen Robertson, and several students from Hopkinton High Civics Class

## **II. ADMINISTRATIVE**

### **Consent Agenda**

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

<b>ACCOUNTS PAYABLE MANIFEST</b>	\$ 53,407.70
	\$354,485.92

<b>PAYROLL MANIFEST</b>	\$60,489.05
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### **FIRE STATION CONSTRUCTION LOAN EXTENSION**

### **RIGHT TO BURY**

Louisa & John Porter

**APPLICATION FOR CURRENT USE**

Russell Map 227 Lot 27

**ABATEMENT APPLICATION**

Dobens Mark & Paula sold trailer at Sandy Beach

**APPOINTMENT PAPERS**

Richard Houston Hopkinton/Webster Refuse Committee

Esther Cowles Open Space Committee

**ELDERLY EXEMPTION**

Richard Joos

**VETERAN'S CREDIT**

Robert Doherty

**Sewer Warrant 1st Issue** \$50,975.21

**YIELD TAX WARRANT**

Map 228/16, 17, 18, 36 & 46 \$996.35

**BUILDING PERMITS**

Hopkinton Fair Assoc.-temporary signs

Jeff Jones 557 E Penacook Rd-2 family

Tim Lewis 95 Lower Staw Rd-addition

Michael Paul 486 Irish Hill-renovations

Ken Wilkens Robin Lane-new residence

St Methodios 329 Camp Merrimac Rd-Demo

Lance Moulton 1007 Hopkinton Rd-addition

**Approval of Minutes**

The Board reviewed the public meeting minutes of the previous meeting. Mrs. Persechino made a motion, seconded by Mrs. Strickford, to approve the Minutes of the Public Select Board Meeting held on Monday, April 6, 2015. There being no discussion, Chair O'Brien called for the vote.

**VOTE:** O'Brien, Traum, Persechino, Strickford and Lux voting in favor of the motion; no votes against; MOTION APPROVED 5-1.

The Board reviewed the non-public meeting minutes of the previous meeting. Mr. Traum made a motion, seconded by Mr. Lux to approve the Minutes of the Non-Public Select Board Meeting held on Monday, April 6, 2015, Sessions I, II, III, & IV. There being no discussion, Chair O'Brien called for the vote.

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

An application for a building permit, submitted by Chuck and Joyce Rose was removed from the Consent Agenda as the Board needed to discuss it. The property is located on Thain Road and the only access to the property is part of the flood plain, which the Army Corps. of Engineers has the right and does flood it. Karen Robertson, Planning and Zoning Director stated that in 1984, the Board of Selectmen denied a previous building permit for the same property. The applicant appealed to the Zoning Board of Adjustment and was denied. Mrs. Rose stated they have a signed document holding the town harmless of any liability. Discussion ensued with, regards to the possible liability of the town. Mr. Traum suggested sending a statement to the Army Corps of Engineers, for their input. Mrs. Persechino also suggested that it be sent to the Town Attorney. Mr. Lux questioned would an insurance company insure the home. Mrs. Rose stated the land that the house would be built on is higher than the road.

Mrs. Persechino made a motion to send the letter to the Army Corps of Engineers and to the Town Attorney. Mr. Lux seconded the motion.

**VOTE:** Traum, Persechino and Lux voting in favor of the motion; O'Brien and Strickford voting against; MOTION APPROVED 3-2.

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

Janet Krzyzaniak requested that Steve Lux, Jr. resign from the Fire Department, because she believes there is a conflict of interest. Mr. Lux, Jr. sits on the Select Board and therefore, is Fire Chief Mumford's boss and Mr. Lux, Jr. is also on the Fire Department; and there Fire Chief Mumford is the boss. She also feels that issues shared at a Fire Department meeting will be discussed at a Select Board meeting.

Janet Krzyzaniak also stated that she made the decision a while ago to not be reappointed to the Zoning Board of Adjustment as she has served on that Board for almost 35 years. She is concerned because 2 members of the Select Board did not want to re-appoint her to the ZBA and Mrs. Krzyzaniak stated that she was disappointed that no member of the Select Board spoke to her first and that it should have been discussed at a non-public session. She stated there was concern over the treatment of an applicant during a ZBA meeting. Mrs. Krzyzaniak stated she makes every effort to treat people the same.

Chairman O'Brien thanked Mrs. Krzyzaniak for her comments and for her 35 years of service on the ZBA.

Merle Dustin stated she is very happy with the addition of the new bathrooms at the Town Hall.

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

**Tractor Bid Review:** Mr. Cass stated the Board had delayed the vote on the tractor bid due to a question about the lack of a speedometer in the Mahindra from Knoxland. Upon speaking with Knoxland, they offered to put in a speedometer, at no charge. Mrs. Persechino made a motion to accept the recommendation of the purchase of a Mahindra 1538HST Cab Tractor, with funds to

come from the Highway Vehicle Equipment Capital Reserve Fund, in the amount of \$17,225. Mr. Traum seconded the motion.

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

### **III. PUBLIC APPOINTMENTS**

Lester Cressy, Road Committee member and Chuck Gangel, Town Clerk/Tax Collector were in to discuss the possibility of adding a surcharge of \$5.00 to motor vehicle registrations. The Road Committee would like the money to go into a fund designated for the purpose of repair/building of roads and bridges. Mr. Cass noted that it would have to be done by a vote at Town Meeting. Chairman O'Brien inquired if other NH towns are adopting this. Mr. Cass replied about 4 and we need to be very careful with the wording of the article. Mr. Traum asked Mr. Gangel if it would be an administrative burden to do this. Mr. Gangel replied no. Discussion ensued, with regards to what type of fund, funds should not be just matching funds, where the Board would be agents to expend or should it be by town vote. Mr. Cass suggested the Road Committee should list what they want and Mr. Cass will put it into a warrant article.

### **V. OLD BUSINESS (continued)**

#### **Committee Appointments:**

The Board discussed the need for two more applicants for the CIP Committee. Mrs. Strickford has decided that as a Select Board member she should not be serving on the Human Services Advisory Committee and therefore she will be stepping down. Mrs. Strickford made a motion to recommend Gordon Crouch for the Human Services Advisory Committee, seconded by Mrs. Persechino.

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

Mrs. Strickford recommended Stephanie Miller for the Human Services Advisory Committee, seconded by Mr. Traum.

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

Mrs. Persechino recommended Sara Scalph to the Recreation Committee, seconded by Mr. Lux.

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

Discussion ensued, with regards to the one applicant for the Zoning Board of Adjustment, however, the applicant has sign violations and it would create a conflict of interest.

### **VI. NEW BUSINESS**

**Contoocook Carry:** Chairman O'Brien stated that he had received a letter from Michael and Amy Metcalf, regarding the Town sponsoring the Contoocook Carry again this year. Mrs.

Persechino made a motion to sponsor the Contoocook Carry on September 12, 2015. Mr. Traum seconded the motion.

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

Mrs. Persechino stated that her mother, owner of Paws on Pine, is interested in looking into a dog park for the town. Mrs. Strickford stated that she was approached by Dr. Elizabeth Sanders with regards to using some of her property, on Hopkinton Road, for a dog park. Chairman O'Brien stated they should come before the Board and make a formal request.

Discussion ensued, with regards to the difficulty people are having walking in the downtown area and where crosswalks can be placed. Mr. Cass stated the crosswalks are painted every year.

Mrs. Strickford inquired if the fountain would be in place by May. Mr. Cass replied it should be.

Mr. Traum inquired if there was a date set for the open house at the Fire Station. Mr. Cass stated sometime in June.

## **VII. TOWN ADMINISTRATOR UPDATES**

Mr. Cass stated the Fire Station is moving along; they have moved into the building.

Mr. Cass reported that he met with the Highway Department this morning and things seems to be moving along; still looking for two part time mowers.

EDC met last week and worked on way to make the website more business friendly.

Jess Bailey's retirement reception is scheduled for Friday, May 8, 2015 beginning at 3:00p at the Slusser Senior Center.

Asplundh is in town cutting trees that have been previously tagged.

Mr. Cass stated he will be on vacation until Tuesday, April 28, 2015.

Mr. Cass stated the Town attorney has been scheduled for the Monday, May 4, 2015 meeting.

A student from the Civics Class stated there is a tree by the school on the field side that is growing in to the wires and needs to be taken down. Mr. Cass will check into it.

## **V. OLD BUSINESS**

**Staffing:** Mr. Cass stated that Jessica Bailey and John Thayer have both resigned. A discussion ensued, with regards to the Highway Superintendent's job description. The Board would like more clarification on the Environment portion of the job (how much time outside and how much time inside). A discussion ensued, with regards as to how far away the Superintendent lives, if he does not live in Hopkinton.

With regards to Recreation, Mr. Cass proposed the Board could hire full time or cut the Recreation Director to part time and hire another part time person as Senior Center Coordinator. The Recreation Director position would be 32 hours per week and the Senior Center Coordinator would be around 10. Mr. Cass stated he spoke with the Senior Recreation Committee and they thought the Senior Center Coordinator position should be 20 hours per week. The Board will discuss it further on Monday, May 4, 2015.

Chairman O'Brien stated that he sent an e-mail to the Chairs of the Budget Committee and School Board, with regards to having a conversation about long term planning. Chairman O'Brien suggested some dates for meeting and asked that they get back to him.

Mrs. Persechino stated that Clean Up Day was a great success.

Mr. Lux stated they will be displaying historic pictures on the wall at the Depot and they are still working toward a Welcome Center.

## **ADJOURNMENT**

There being no further business, motion by Mrs. Strickford, seconded by Mrs. Persechino to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 7:25 p.m.

Respectfully submitted,  
Robin Buchanan, Administrative Assessing Assistant