



Town of Hopkinton, NH

Office of the Select Board

330 Main Street, Hopkinton, NH 03229-2627

Tel: (603) 746-3170 E-mail: selectmen@hopkinton-nh.gov

Fax: (603) 746-2952 Web: hopkinton-nh.gov

SELECT BOARD PUBLIC MEETING MINUTES MONDAY, JUNE 15, 2015 APPROVED 06-29-15

Chairman Jim O'Brien called the meeting of the Select Board to order at 5:30 p.m. on Monday, June 15, 2015, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board and Tom Congoran 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: Art Cunningham, Karen Mumford, Tom Congoran, Christine Hamm, Chris Lawless, Ken Wilkens, Janet Krzyzaniak, Merle Dustin, Lee Wilder, Bob LaPree, Fire Chief Doug Mumford, Denis Goddard and Ed Kerr

III. 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.

CONSENT AGENDA	06-15-15	
ACCOUNTS PAYABLE MANIFEST		\$42,039.12
		\$175,725.58
PAYROLL MANIFEST		\$62,663.57
YIELD TAX WARRANT		
Map 240 Lot 27 Newcomb		\$94.29

Town wide PSNH ROW-John C Brown

\$17.14

APPOINTMENT PAPERS

Ed Kerr-Capital Improvement Committee

Richard Steele-Capital Improvement Committee

Chris Hodgdon-Capital Improvement Committee

Donald Houston-Capital Improvement Committee

Thank You Letters

Louise Carr-Sestercentennial Committee

Ricardo Rodriquez-Sestercentennial Committee

Ann Wayland-Sestercentennial Committee

Mark Newton-Sestercentennial Committee

Roxanne Benzel-Sestercentennial Committee

LAND USE CHANGE TAX

MRT Investment & Development--RELEASE ONLY

PAF

Shannon Nadeau rehire Recreation Lifeguard

Hailey Nase new hire Recreation

Emma Donahue rehire Recreation Lifeguard

Andrew Reale-Fire Department

Andrew Reale-Fire Department

Application for Reimbursement Federal & State Forest

TOWN CLERK/TAX COLLECTOR REFUND

Loren Hill re registration refund

ABATEMENTS

James Renzi-Sandy Beach

\$106.00

Lou Schuller-Elderly exemption not applied

\$977.00

John Beardmore & Celina Hurley

\$83.00

PA 28 Inventory Forms

BUILDING PERMITS

Mark Winzleler Change of Use Maple St Map 102 Lot 50

James Loft Addition 44 S. Shore Drive Map 208 Lot 59

Amy & Jim Martin addition 1007 Hopkinton Rd Map 258 Lot 59

David Germain addition 653 Kearsarge Ave Map 222 Lot 48

David Rivard, renovations 991 Broad Cove Map 232 Lot 32

Michael McPhail addition 579 Briar Hill Rd Map 249 Lot 2

Application for Payment from Capital Reserve Fund Accounts

Fire Dept Vehicle/Equip Capital Reserve Fund	\$3,417.33
Ambulance Replace/Equip Capital Reserve Fund	\$617.00
Town Hall Renovations Capital Reserve Fund	\$23,489.13
PW/HWY Vehicles Capital Reserve Fund	\$31,746.77

Application for payment of Approved Warrant Articles

Warrant Art #7 Revaluation Capital Reserve Fund	\$9,000.00
Warrant Art #6 Place Funds in Established Expendable Trust Accts:	\$27,000.00
Recreational Facilities Maintenance Fund \$2,000.00	
Town Facilities Building Maintenance Fund \$15,000.00	
Library Technology Fund \$5,000.00	
Library Building Maintenance Fund \$5,000.00	
Warrant Art #5 Place Funds in established Capital Reserve Fund	\$412,000.00
Fire Dept Vehicles & Equipment \$50,000.00	
Public Works Vehicles & Equipment \$165,000.00	
Replacement & Equipping of Ambulance \$70,000.00	
Police&Fire Radio Equip. Replacement \$2,000.00	
Transfer Station Equip & Facilities \$35,000.00	
Police Cruiser & Accessories Equip \$30,000.00	
Library Replacement Building Systems \$15,000.00	
Town Hall Renovations \$20,000.00	
Dam Maintenance & Construction \$10,000.00	
Sewer System Equipment/Sludge Removal \$15,000.00	

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, June 1, 2015 with a clarification as to the ATV trail. There being no discussion, Chairman O'Brien called for the vote.

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

The Board reviewed the non-public meeting minutes of the previous meeting. Mr. Traum made a motion, seconded by Mrs. Persechino, to approve the Minutes of the Non-Public Select Board Meeting, held on Monday, June 1, 2015. There being no discussion, Chairman O'Brien called for the vote.

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

Mr. Traum made a motion to accept the appointment of Amy Carrier O'Brien to the Capital Improvement Program Committee. Mrs. Persechino seconded the motion.

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

IV. PUBLIC APPOINTMENTS

Tom Congoran, Christine Hamm and Chris Lawless: Fund Raising Policy. Mr. Congoran asked why a policy was developed. Chairman O'Brien stated we have many outside entities raising money for the Town, this policy give us the right to fundraise. Mr. Congoran stated the policy does not allow for personal contact to raise money; and redirects people to send the check to the Town instead of his home address. Chairmen O'Brien inquired as to what part of the policy is wrong. Mr. Lawless stated that the policy was not hard to work with, but has some suggestions for wording. Mrs. Persechino stated the Board is just asking for the checks to be sent to the Town instead of your personal address; does not understand why that is a problem. Mr. Congoran replied it is about the relationship between the giver and receiver, it is an emotional connection. Mrs. Persechino acknowledged that personal contact in fundraising is essential; however, this policy does not stop you from doing that. Mrs. Strickford stated the money comes for the heart; this policy does not prohibit you from direct contact. Further discussion ensued with regards to the process for fundraising which is the committee meets with the Board to get approval to move forward; then the committee meets with the Finance Director to establish procedures for handling the funds raised. Mr. Lawless suggested that Section 3.1 that "on behalf of the Town" be changed to "in the name of the Town".

Lee Wilder, Louise Carr and Ed Kerr: Kimball Cabins Update. Mr. Wilder stated that the donations have been generous. Repairs have been made to the porch, the roof has been jacked up, handicap doors have been installed, as well as work done to the inside of the cabin. Porta-potties have been placed at the Cabins. The next step will be repairs to the roof on Cabin 1 due to the generous donation of the 4th graders, and the teacher of the year donating her check to the Kimball Cabins. They are also going to be working on the landscaping. Mr. Wilder stated they have a few local landscapers that are willing to help. However, Mr. Wilder stated we will need the help of the Highway Department to help bring material to the site. Mr. Wilder would like the landscapers and Highway Department to meet and create a materials list. Mr. Kerr stated that the granite sitting outside by the Proteck building belongs to the Town and the Committee would like one of the pieces to be used as a landing for the stairs of the Cabin. This would require the help of the Highway Department as well. The Board gave their consent to the committee for the projects outlined above. Mr. Traum inquired if there had been any interest in using the property. Mr. Kerr stated that the Recreation Director utilized the area for a fishing program. Also the Boy Scouts are meeting at the cabins and there is a wedding scheduled there in the fall. Mrs. Strickford thanked the Committee for all its hard work and progress.

Fire Chief Doug Mumford: Hiring Process. Fire Chief Mumford stated the Board has all received all the information in their packet. This hiring process will create an eligibility list for the rank of Second Deputy Chief. Fire Chief Mumford went over the details of the process. The

ranking would go: Chief, 1st Deputy; 2nd Deputy, Station Captain, Lieutenant; which is standard. Mrs. Strickford questioned why 2 Deputy Chiefs. Fire Chief Mumford replied he is not there all the time; he needs someone to help with the work load. Mr. Cass stated he is not aware of any town our size that does not have a 2nd Deputy Fire Chief. Mrs. Persechino inquired as to why the process was created. Fire Chief Mumford replied he surveyed other towns our size and took the best information from each. The Board would like each of the employees to go over their job descriptions to ensure accuracy. Discussion ensued, regarding the process. Fire Chief Mumford will go back and distribute the job descriptions with the employee holding that position; noting any changes need to come before the Board. Discussion ensued with regards to Board Member Lux being on the Select Board as well as on the Fire Department. Mr. Lux stated he would abstain from voting on the matter. Mrs. Krzyzaniak stated it is a conflict of interest and Mr. Lux should resign from the Fire Department. The Board should be making the decision with 5 members not 4. Chairman O'Brien stated there is nothing prohibiting Mr. Lux from being on both the Select Board and the Fire Department. The Board agreed to move forward with the process.

Dijit Taylor: Open Space Dijit Taylor reported there were 57 people who took part in the historic walk held on Saturday, June 13, 2015. There were stations along the Greenway, where people could learn of the history of Hopkinton. There were brochures printed and they are also on line. The Conservation Commission and the Open Space Committee were asked by the Sestercentennial Committee to host the event and they would like to be reimbursed for the expense of the brochures. Discussion ensued, as to what the expectation of the Sestercentennial Committee with regards to these events. Mrs. Carr stated most of the events are being funded by the hosting organization, unless the Sestercentennial Committee was directly involved. Chairman O'Brien suggested Mrs. Carr reach out to the other hosting organizations to clarify it. Mrs. Carr stated the Sestercentennial Committee will reimburse for the cost of the brochures. Bob LaPree stated he would like to thank Jeff Dearborn for donating his services to repair the road and stone wall to the Town Pound.

VII. PUBLIC FORUM

No comment.

V. OLD BUSINESS

Solid Waste Disposal Committee Report Follow Up: Mr. Traum stated he was asked by the Committee for any update. Discussion ensued, with regards to the fact that we have a contract with Webster to consider in anything that we do. Mr. Traum inquired if there was a way to know how many in Hopkinton use the Transfer Station vs. Webster. Discussion ensued as to how to measure that. Mrs. Strickford inquired if we are expecting a drop in recycling now that Dockman is no longer picking up recycling. Bob LaPree suggested putting the green bags (Hopkinton) in a different bin and weighing the bins. Chairman O'Brien stated that would not account for the recyclables. He also stated the contract is based on population, not use. Denis Goddard suggested we could go by sales of green bags. Further discussion ensued. Mr. Lux stated that we have two towns using one transfer station, many things have changed since that contract was signed; it needs to be reevaluated. Discussion ensued, with regards to the process as to how to gauge the usage.

VI. NEW BUSINESS

YTD Review: Mr. Cass stated that things look good.

Chairman O'Brien stated Flood Control money will be discussed this week at the legislature.

VIII. TOWN ADMINISTRATOR UPDATES

Mr. Cass stated that the Director of Public Works interviews will be taking place on Wednesday, June 17, 2015. There are 3 interviews scheduled. The Select Board will interview the finalists on Monday, July 6, 2015.

Mr. Cass stated Saturday, July 11, 2015 is the Open House for the Fire Department from 3:00 – 6:00 pm. Karen Mumford, Fire Auxiliary, inquired if the Auxiliary could be of help during the Open House. She also feels that there should be tours, so that people understand what they are seeing.

Mr. Cass stated at the next meeting the Board will be touring the properties with Barn Easements.

Mr. Cass reported that work on the E. Penacook Bridge will begin this week. Signs are up; lights are set up and working; school buses will be allowed to pass over the bridge.

Mr. Cass stated that the Turnberry Lane culvert project bids are due Tuesday, June 23, 2015.

IX. OTHER

The Board would like to schedule the AVT Club about the request to use Pine St. to access Contoocook Village.

Mrs. Dustin stated the Memorial Day Celebration was great and that we still need to fix the lawn by the bandstand.

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). Mr. Traum seconded the motion.

VOTE: Select Board Members Traum, Persechino, Strickford, Lux 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 8:23 p.m. The Board returned to public session at 8:35 p.m.

Vote to seal nonpublic minutes:

Mr. Traum moved to seal the minutes of the just completed nonpublic session for a period of three months. Mrs. Persechino seconded the motion.

VOTE: Select Board Members Traum, Persechino, Strickford, Lux, 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. Persechino, seconded by Mr. Lux to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 8:35 p.m.

Respectfully submitted,
Robin Buchanan, Administrative Assessing Assistant