



Town of Hopkinton, NH

Office of the Select Board

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SELECT BOARD PUBLIC MEETING MINUTES MONDAY, MAY 4, 2015

Chairman Jim O'Brien called the meeting of the Select Board to order at 6:03 p.m. on Monday, May 4, 2015, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board and Ken Traum 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, Louise Carr, Mark Newton, Allita Paine

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 Mr. Lux.

CONSENT AGENDA	05-04-15	
ACCOUNTS PAYABLE MANIFEST		\$1,611,118.50
		\$58,622.84
PAYROLL MANIFEST		\$63,303.19
Payment From Capital Reserve Fund Accounts		
Fire Dept. Vehicle/Equip. Capital Reserve Fund to GF		\$302.75
Ambulance Replace/Equip. Capital Reserve Fund to GF		\$216,458.23
REQUEST FOR DISBURSEMENT		
Franklin Savings Bank		\$134,465.00

RIGHT TO BURY

Peter L. Powers & Constance Powers

HIGHWAY SAFETY PROJECT GRANT-PD

Contractual Agreement

Joint Approval

APPOINTMENT PAPERS

Erick Leadbeater Conservation Commission

Stephanie Miller Human Services Advisory Comm

Gordon Crouch Human Services Advisory Comm

Sarah Scalph Recreation

Veteran's Credit

Joab Owen

Kevin Zaetz

YIELD TAX WARRANT

Meadowsends End \$3,541.47

Mark Broderick \$1,062.04

BUILDING PERMITS

Chris Johnson 1100 Clement Hill-New home

Amy & Jim Martin 1007 Hopkinton Rd-Garage

Hilarire Humphrey 2004 Hopkinton Rd-Demo/rebuild shed

Derek Owen 580 Brockway Rd-Accessory farm building

SAC Wireless 124 Watchtower-Replace telecom equip

Mark Hemmerlein 24 Autumn Ridge-Barn

LETTERS

Michael & Amy Metcalf -Thank you

Tom & Mary Congoran-Thank you

Cettie Connolly-Committee position filled

Christian Nardi-Committee position filled

Barb Jenkins & Trish Roberts-Thank you

PAF

Recreation-New Hire-summer

Public Works B&G New Hire/part time

INTENT TO CUT

S&M Forest
Meadowsend
Meadowsend

AGREEMENT WITH GEORGE SANSOUCY (2)**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 20, 2015. There being no discussion, Chairman 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.

IV. PUBLIC APPOINTMENTS

At the last meeting; the Board voted (3-2) to have the Town Attorney and the Army Corps of Engineers look over the document that Joyce Rose had presented at the Board meeting; with regards to holding the town harmless due to the possible lack of access to a property owned by the Roses on Thain Rd. In an e-mail to the Board, Attorney John Ratigan noted that circumstances have not changed since the last time a building permit was denied for this property and therefore, should be denied again. He also stated the statement did not hold the town harmless due to issues of public health and safety. The Army Corp has the right to flood; that is a re-occurring event. He advised against issuing a building permit. Mrs. Rose handed out a copy of the map showing it is the road that floods not the property itself. Discussion ensued with regards to possible options, however, none were acceptable.

Mr. Traum made a motion to deny Charles and Joyce Rose a building permit for the property located on Thain Road. Mrs. Strickford seconded the motion.

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

V. OLD BUSINESS

Recreation Staffing: The Board is proposing changing the Recreation Director to part-time (32 hours) and hiring a part-time Senior Center Coordinator (15 hours) for the Senior Center. Louise Carr stated she had concerns that the hours for the Recreation Director would not be sufficient enough time to do the job. Another concern was if the money to fund the position of Recreation Director would be taken out of the Recreation Revolving Fund. Chairman O'Brien stated the money would not come from the Recreation Revolving Fund. Discussion ensued with regards to the Recreation Committee and the members they have lost over the last year. Discussion ensued with regards to field scheduling and the amount of time that it takes. Discussion ensued with

regards to having the Recreation Clerk take over the schedule of the fields. Chairman O'Brien stated he will present the proposal to the Recreation Committee on Wednesday, May 6, 2015.

At this time, Select Board member, Steve Lux, Jr., left the meeting for previous commitment.

Director of Public Works staffing: Mr. Cass stated that in working on the job description for Director of Public Works, it was discovered that we did not have a job description for Superintendent of Highways. Discussion ensued, with regards to the description and a few changes were made. Mr. Cass stated he will go over the job description with the Superintendent of Highways and the Superintendent of Buildings and Grounds, to insure that all areas are covered. The Board discussed the process of hiring: review of resumes, first round interviews and then interviews with the Select Board. Review of resumes will be done by one member of the highway department; one member of the Road Committee; another department head and Mr. Cass.

Committee Appointments:

The Board discussed and agreed on members of the CIP committee; appointment papers will be done for the next meeting.

Sestercentennial Update: Mrs. Persechino stated the Committee needs to better promote the Grand Celebration Day and the parade, which take place on Saturday, May 30, 2015; other events include breakfast, live music, activities and games. The Committee is working on bus transportation from the parking area to the event area. After some discussion, the requirement for a certificate of insurance was dropped.

VI. NEW BUSINESS

East Penacook Road Bridge Bids: Two bids were received as follows:

1. Evrocks-\$169,414
2. RM Piper-\$135,725

Mrs. Persechino made a motion to approve the bid from RM Piper to repair the East Penacook Road Bridge in the amount of \$135,725. Mr. Traum seconded the motion.

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

EMPG Grant Approval: Mr. Cass stated we have received a grant in the amount of \$33,561, which will be used to purchase equipment for the EOC training room located at the Fire Station. The Board reviewed the Grant Agreement.

Mrs. Persechino made a motion to accept the EMPG grant agreement terms, as presented for EOC Equipment, which have a total cost of \$67,122.00 of which \$33,561.00 is paid by the grant (50%) with \$33,561.00 paid by the Town (50%). There being no discussion, Chairman O'Brien called for the vote.

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

Rowell Bridge Update: State has been in and we are expecting an engineering report soon.

VII. PUBLIC FORUM

None.

VIII. TOWN ADMINISTRATOR UPDATES

Mr. Cass reported things are running well at the Highway Department. Buildings and Grounds has hired a new part time mower; the new fountain is scheduled to be placed on Tuesday, May 5, 2015; Jessica Bailey's Retirement reception will be on Friday, May 8, 2015 at the Senior Center, beginning at 3:00 pm. Mr. Cass stated that the electricians will be in this week to install the new lighting at the Town Hall and the bathrooms are almost complete we just need the water hooked up.

IX. OTHER:

Mr. Cass stated that Marilyn Bresaw, Human Services Director and Paula Simpkins, Interim Recreation Director hosted the Senior Volunteer Banquet.

Ken Wilkens inquired if the new Fire Station had a lightning rod on it. Mr. Cass stated the antenna is grounded.

Mr. Cass reported that Health Trust estimates were very accurate. The deductible an employee pays went from \$10.00 to \$20.00 per co-pay.

Mrs. Persechino would like to know when the picnic tables will be placed at the Riverway Park and at the Kimball Cabins.

Mrs. Persechino also inquired as to contacting the State regarding a new crosswalk in the Contoocook Village.

NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (a) Personnel

Mrs. Persechino moved to go into a non-public session regarding a personnel issue under the provisions of Nonpublic Session RSA 91-A: 3 II (a). Mrs. Strickford seconded the motion.

VOTE: Select Board Members Traum, Persechino, Strickford, and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 8:25 p.m. The Board returned to public session at 8:42 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 Traum, Persechino, Strickford, and Chair O'Brien voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

ADJOURNMENT

There being no further business, motion by Mrs. Persechino, seconded by Mr. Traum to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 8:43 p.m.

Respectfully submitted,
Robin Buchanan, Administrative Assessing Assistant