



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, FEBRUARY 8, 2016
APPROVED: FEBRUARY 22, 2016**

I. CALL TO ORDER

Select Board Chair Jim O'Brien called this regular meeting of the Select Board to order at 5:31 p.m. on Monday, February 8, 2016, in the large meeting room in the Town Hall. Mr. O'Brien introduced the members of the Board and the group said the Pledge of Allegiance.

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

Members Absent: None

Staff Present: Neal Cass, Town Administrator

II. POINTS OF PRIDE

Mr. Cass shared with the Board that a member of the Fire Department had recently given a ride home to an elderly women whose Dial-A-Ride driver could not make it down her driveway. Service, above and beyond the call of duty.

Mrs. Strickford shared that a member of the Highway Department had recently gone out of the way to sand Little Tooky Road for a person who was headed to the lunch at the Slusser Center.

III. ADMINISTRATIVE

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

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
BUILDING PERMITS			
Contoocook Methodist Church	2/8/2016	Approved	Temporary Sign
Hashtag Art Studio	2/8/2016	Approved	Change of Use/Sign
PAYROLL			
Payroll Check Register	2/8/2016	Approved	\$65,371.76
ACCOUNTS PAYABLE			
Accounts Payable Check Register	2/1/2016	Approved	\$79,404.72
Accounts Payable Check Register	2/8/2016	Approved	\$43,933.34
FUND TRANSFERS			
Conservation to General Fund	2/8/2016	Approved	\$12.49
LAND USE CHANGE TAX WARRANT			

Map/Lot 233-012-000	2/8/2016	Approved	\$6,800.00
Map/Lot 233-011-000	2/8/2016	Approved	\$516.00
Map/Lot 233-011-001	2/8/2016	Approved	\$6,698.00
OTHER ITEMS			
GIS Service Maintenance Contract	2/8/2016	Approved	CAI Technologies
Utility Assessing Contract	2/8/2016	Approved	George E. Sansoucy
Discretionary Preservation Easement Deed	2/8/2016	Approved	George and Mary Sharpe
Elderly Exemption	2/8/2016	Approved	Map/Lot 225-011-006
Police Promotion Appointment	2/8/2016	Approved	Brian T. O'Connor to Corporal

Approval of Minutes

The Board reviewed the meeting minutes of January 25, 2016. Mr. Lux made a motion, seconded by Mr. Traum to approve the minutes of the Public Select Board Meeting held on January 25, 2016. 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.

Mr. Traum made a motion, seconded by Mrs. Persechino to approve the minutes of the Non-Public Select Board Meeting-Session I, held on January 25, 2016. 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.

Mr. Traum made a motion, seconded by Mrs. Persechino to approve the minutes of the Non-Public Select Board Meeting-Session II, held on January 25, 2016. 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.

Mrs. Persechino made a motion, seconded by Mr. Traum to approve the minutes of the Non-Public Select Board Meeting-Session III, held on January 25, 2016. 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.

IV. PUBLIC APPOINTMENT

Chuck Gangel – Town Clerk/Tax Collector

Mr. Gangel reviewed his request for a policy allowing prepayment of taxes only in the year in which it is due. He explained his rationale and said that the auditors have not given an opinion on the matter but have been fine with the way it has been done which follows the statute allowing prepayments up to two years in advance.

Mrs. Strickford made a motion, seconded by Mr. Traum to reaffirm the Select Boards approval for the Town Clerk/Tax Collector to accept tax prepayments following the terms of NH RSA 80:52-a. 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.

Swearing in of Police Corporal Brian T. O'Connor

Mr. O'Brien called on Police Chief Steve Pecora to introduce Officer O'Connor. He explained that the officer has been with the Department since 2010, has a Bachelor's degree in criminal justice, and has completed much training during his time with the Department including the Primex Supervisor Academy. Mr. O'Brien then swore in Corporal O'Connor in front of his family, Police Department members, and the public.

IV. BUSINESS

Review of the Town Meeting Warrant

The Select Board reviewed the draft Town Meeting Warrant and made their recommendations on them, and assigned Board members to speak to each one as follows:

Article Number	Article Name	Vote	Board Member Assigned
3	Bond Issue for Road, Bridge, and Culvert Rehabilitation	Recommend (5-0)	O'Brien
4	Bond Issue for Track and Turf Field	NOT Recommend (5-0)	Persechino
5	Operating Budget	Recommend (5-0)	Traum
6	Motor Vehicle Fee	Recommend (5-0)	Traum
7	Establish Road/Bridge CRF	Recommend (5-0)	Lux
8	Appropriation to CRF	Recommend (5-0)	O'Brien
9	Appropriation to Expendable Trust Funds	Recommend (5-0)	Lux
10	Authorization to Enter Solar Panel Agreement	Recommend (5-0)	O'Brien
11	Authorization to Expend from Pay-by-Bag Fund	Recommend (5-0)	Persechino
12	Rescind Pay-by-Bag	Not Recommend (3-2)	Persechino
13	Setting of Bag Price	Recommend (5-0)	Persechino
14	Authorization to Expend from Senior Center Rental Fund	Recommend (5-0)	O'Brien
15	Petition NH Resolution to Get Big Money Out of Politics	Not Recommend (3-2)	O'Brien

Webster Letter

The Board reviewed the letter sent by the Webster Select Board concerning the allocation of costs for the Transfer Station. Mr. Cass will send a response letter.

Public Hearings

The Select Board meeting was put in recess at 6:32 p.m. for the following two Public Hearings. The minutes for each hearing are under separate cover:

- Bond Hearing on Article 3 - Track/Field Bond
- Bond Hearing on Article 4 – Road Bond

The meeting resumed at 7:40 p.m.

Public Forum

Janet Krzyzaniak asked for an update on on-going zoning enforcement.

Purchasing Policy

Mr. Traum invited Road Committee Chair Lester Cressy forward and said that the Road Committee is recommending that the Select Board waive the bidding requirement in the Purchasing Policy for the upcoming road work. The Committee wants to be sure to have an experienced contractor do the work. Mr. O'Brien shared his concern about not bidding out projects as it is appealing to obtain the lowest price. The Board decided not to make a decision at this meeting and will discuss it again on February 22.

Class VI Road Maintenance Request

The Board reviewed two letters submitted by Mr. Lux concerning his desire to maintain Class VI roads. After discussion the Board asked Mr. Lux to submit a new request with specifics roads and work identified. Once the request is made, Director of Public Works Dan Blanchette will be asked to review it.

Other Items

Mrs. Persechino requested a trash can for pet waste by the Library.

Approval of PAFs

Mrs. Persechino made a motion, seconded by Mr. Traum to approve the Personnel Action Forms (PAFs) for 1 fulltime Firefighter/Paramedic and two part-time Firefighter/EMTs. 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.

The Board discussed the dedication of the 2015 Town Report and asked the Town Administrator to move forward with the dedication.

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

Mr. Traum moved to go into a non-public session regarding an issue which could affect the reputation of someone other than the Board, under the provisions of Nonpublic Session RSA 91-A: 3 II (c). 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).

The Board went into nonpublic session, as recorded separately, at 8:28 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. 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).

Mr. Lux left the meeting.

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

Mrs. Strickford 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. Persechino 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, Fire Chief and Town Administrator went into nonpublic session, as recorded separately, at 8:55 p.m. The Board returned to public session at 9:25 p.m.

Vote to seal nonpublic minutes:

Mrs. Persechino moved to seal the minutes of the just completed nonpublic session. 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 Mrs. Strickford to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 9:25 p.m.

Respectfully submitted,
Neal A. Cass, Town Administrator