



# **Town of Hopkinton, NH**

## **Office of the Select Board**

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### **SELECT BOARD PUBLIC MEETING MINUTES MONDAY, FEBRUARY 22, 2016 APPROVED MARCH 7, 2016**

#### **I. CALL TO ORDER**

Select Board Chair Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, February 22, 2016 in the Town Hall. Mr. O'Brien introduced the members of the Board. Dan Blanchette led the Pledge of Allegiance.

**Members Present:** Jim O'Brien, Chair; Ken Traum, Vice-Chair; Sara Persechino, Sue B. Strickford and Steve Lux, Jr. (arriving at 6:45 pm)

**Staff Present:** Robin Buchanan, Administrative Assessing Assistant; Dan Blanchette, Director of Public Works; and Paula Simpkins, Recreation Director.

**Public Present:** Janet Krzyzaniak, Ken Wilkens, and Bob Gerseny

#### **II. POINTS OF PRIDE**

#### **III. ADMINISTRATIVE**

Chairman O'Brien stated that Steve Lux was at a fire scene and would be late. The Board members reviewed documents for signature and approved unanimously (4-0) the Consent Agenda, on motion made by Mrs. Persechino and seconded by Mr. Traum.

#### **CONSENT AGENDA 02-22-16**

<b>ACCOUNTS PAYABLE MANIFEST</b>	\$110,553.54
	\$22,145.33

<b>PAYROLL MANIFEST</b>	\$72,900.19
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#### **2015 Sewer Abatements**

**Dambrosio 102 Smithfield Map 104 Lot 40**

**West 798 Main Street Map 101 Lot 89**

**Loring Priscilla E. 105 Rivergrant Dr Map 225 Lot 14.5**

**Concord Fire Intercept Agreement****PD Federal Surplus Agreement Form****PD EMERGENCY NOTIFICATION SYSTEM****ABATEMENTS-BTLA SETTLEMENT**

<b>2014 Sandy Beach</b>	\$3,491.50
<b>2015 Sandy Beach</b>	\$5,090.17

**BUILDING PERMITS****West bld-renovating porch Map 101 Lot 89****Brown renovate basement to family rm Map 240 Lot 8****ELDERLY EXEMPTION****Map 236 Lot 57-2****POLE LICENSE****Approval of Minutes**

The Board reviewed the Select Board Public Meeting Minutes of Monday, February 8, 2016. Mr. Traum made a motion, seconded by Mrs. Persechino, to approve the minutes of the Public Meeting Minutes. Mrs. Persechino made a correction regarding Other Item; noting that it should state all locations where pet waste stations are located, not just the Library. There being no further discussion, Chair 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.

The Board reviewed the Select Board Public Hearing Minutes Track/Field Bond of Monday, February 8, 2016. Mrs. Persechino made a motion, seconded by Mr. Traum to approve the minutes of the Public Hearing Minutes of February 8, 2016. Two corrections in spelling of names: Carey and Yunich. There being no further discussion, Chair O'Brien called for the vote.

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

The Board reviewed the Select Board Public Hearing Minutes Road Bond of Monday, February 8, 2016. Mr. Traum made a motion, seconded by Mrs. Persechino to approve the minutes of the Public Hearing Minutes of February 8, 2016. Two corrections in spelling of names: Carey and Yunich. There being no further discussion, Chair 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.

The Board reviewed the Select Board Non Public Meeting Minutes of Monday, February 8, 2016, Session I. Mr. Traum made a motion, seconded by Mrs. Persechino to approve the minutes of the Non Public Meeting Minutes, Session I. There being no discussion, Chair 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.

The Board reviewed the Select Board Non Public Meeting Minutes of Monday, February 8, 2016, Session II. Mrs. Persechino made a motion, seconded by Mr. Traum, to approve the minutes of the Non Public Meeting Minutes, Session II. There being no discussion, Chair 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.

## **V. OLD BUSINESS**

**Purchasing Policy:** Chairman O'Brien stated this is a continuation of a conversation with Road Committee member, Lester Cressy at the last meeting. Chairman O'Brien asked Dan Blanchette, Director of DPW, to speak about his concerns with the bidding process. Currently the purchasing policy requirement is to go out to bid. Director Blanchette stated the Highway Department would like to forego the bidding process and work directly with vendors for the upcoming road work. Director Blanchette stated it would eliminate substandard work as the bidding process forces us to take the lowest bid. Director Blanchette further stated the bidding process works great for the purchase of equipment; but for paving it does not always work.

Mr. Traum made a motion to waive the provision of Section VII, requiring at least 3 quotes; however, not putting it out for the competitive bidding process.

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

**Class VI Road Request:** The Board has received a request from Steve Lux, Jr. requesting permission to perform certain maintenance on specific Class VI roads, Cross Road, Pet Dow Road and South Road (ext). Director Blanchette stated Class V roads that are not maintained for 5 years become Class VI roads; and Class VI roads that have been maintained for more than 5 years become a Class V road. Director Blanchette also noted that no money is to be expended on Class V roads. Discussion ensued, with regards to the volunteer being on a town board, if that is still considered a volunteer, since he is affiliated with the Town. It would also require permission from all the landowners. As Mr. Lux had not yet arrived; the Select Board agreed to table the discussion.

**Senior Lunch on Wednesday, February 24, 2016:** The Select Board will be serving lunch at the Senior Center on Wednesday, February 24, 2016.

#### **VI. NEW BUSINESS**

**Slusser Center Gift:** Don Lane came before the Board with a revised agreement, donating \$50,000 over 2 years; to be used at the discretion of the Town and Senior Center. Chairman O'Brien stated he had a couple concerns about the agreement; specifically item #2 and #5 under Agreement, stating that #5 would limit the hands of future Boards. Chairman O'Brien would also like the Town Attorney to look at the document. Mrs. Strickford and Mr. Traum were in agreement with the Restricted Gift Agreement as written; Chairman O'Brien and Mrs. Persechino were not in agreement. Mr. Lane will speak to Mr. Slusser about the Boards concerns.

#### **IV. APPOINTMENTS**

**Public Hearing-Motor Vehicle Fee:** Chairman O'Brien opened the Public Hearing at 6:25 PM and read the following notice: The Hopkinton Select Board in compliance with RSA 261:153 VI (c)(2), will hold a public hearing for the purpose of providing information and gathering public input on the proposed Motor Vehicle Registration Fee that will be voted on at Town Meeting. This article also establishes a Transportation Improvement Fund, which is a Capital Reserve Fund. This will appear on the ballot. Chairman O'Brien inquired if there was any public comment. Mrs. Krzyzaniak stated she thinks it is a good idea. There being no further comment, Chairman O'Brien closed the Public Hearing at 6:30 PM. Chairman O'Brien stated that the Board supports this article.

#### **VI. NEW BUSINESS**

**Recreation Fundraising Request:** The Board has received a request from Paula Simpkins, Recreation Director asking permission to pursue large business sponsors for the Winter Funnelator, Easter Egg Hunt, Movie in the Park, Halloween Holler and a potential ice hockey game at Kimball Lake. The letter further stated these businesses would not be the same ones that sponsor the July 4<sup>th</sup> Family Fun Day.

Mr. Traum made a motion to approve the Recreation Director's request to search for outside sponsors and donations for Recreation events.

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

**Lights at George's Park:** Recreation Director Simpkins stated that Dan Blanchette was seeking information on the lights at George's Park and there are safety concerns with the lights. There is no grounding of the lights and thus it is not safe to use them. Recreation Director Simpkins has received a quote from Irish Electric stating it would cost around \$17,000.00 to fix the issue. The estimate did not include any underground pipes which would need repair or stabilizing and repairing of wooden poles.

**First Review-Field Use Policy Update:** Paula Simpkins, Recreation Director stated that she followed the policy for a year and took notes and has suggested some improvements to the policy. A discussion ensued with regards to field usage fees, and how Mrs. Simpkins determined those fees. Mrs. Simpkins also stated that there was no need for a Lost and Found; it has become customary to hang items that have been left behind on the fence and the next day they are usually gone. Mrs. Persechino suggested a change in wording about donations being collected should read donations accepted. The Board agreed they were in favor of the changes.

**Concord Fire Intercept Agreement:** Chairman O'Brien stated this was voted on and accepted in the Consent Agenda and he signed the document.

### **2016 Town Meeting:**

**Coverage:** Sara Persechino after 9:00 am  
 Sue Strickford 7:00 am  
 Jim O'Brien 7:00 am to noon  
 Ken Traum on the ballot  
 Steve Lux after 3:00 pm

**Presentations:** All are set with presentations

**Format for backup information:** The Board will have the chrome notebooks for backup information; Mrs. Strickford requested a paper copy.

## **VII. TOWN ADMINISTRATOR UPDATES**

**VIII. PUBLIC FORUM** No comments from the public.

## **IX. OTHER**

Mr. Traum stated "Cookies with Cass" held at the Library was successful; with about 30 people attending.

Candidates Forum will be held Tuesday, March 1, 2016 at 7:00 pm at the Hopkinton Library Community Room.

Mrs. Strickford suggested that signs be put out for voting day; and put it on Facebook.

Mrs. Persechino stated the dog waste stations are up.

## **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). 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 went into nonpublic session, as recorded separately, at 7:30 p.m. The Board returned to public session at 8:10 p.m.

Vote to seal nonpublic minutes:

Mr. Traum moved to seal the minutes of the just completed nonpublic session. 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 Mrs. Strickford to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 8:10 p.m.

**ADJOURNMENT**

There being no further business, motion by Mrs. Persechino, seconded by Mrs. Strickford to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 8:28 p.m.

Respectfully submitted,

Robin Buchanan,  
Administrative Assessing Assistant