



Town of Hopkinton, NH

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**SELECT BOARD
PUBLIC MEETING MINUTES
MONDAY, AUGUST 22, 2016
HOPKINTON TOWN HALL
APPROVED SEPTEMBER 6, 2016**

II. 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, August 22, 2016 at the Town Hall. Chairman O'Brien introduced the members of the Board.

Chairman O'Brien asked Bob Gerseny to lead the Pledge of Allegiance.

Members Present: Jim O'Brien, Ken Traum, Steve Lux, Jr. and Bob Gerseny
Absent: Sue Strickford.

Staff Present: Neal Cass, Town Administrator, Shawn Murray, Interim Fire Chief, and Robin Buchanan, Administrative Assessing Assistant

Public Present: Janet Krzyzaniak, Ken Wilkens, David Blanchard, Deb Curtis and Bob Allen

I. POINTS OF PRIDE

Mr. Cass noted Deb Gallant was at a family reunion this past weekend and one of the guests, who is a contractor and remembering that Deb worked for the Town of Hopkinton, commented on how great it is to work with Karen Robertson and the Building and Planning Departments.

Chairman O'Brien also commented on how nice Penacook Road is now.

III. ADMINISTRATIVE

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

CONSENT AGENDA 08-22-16

ACCOUNTS PAYABLE MANIFEST

\$68,554.00

\$207,820.95

PAYROLL MANIFEST

\$69,292.06

BUILDING PERMITS

Walter Fredette, Jr new residence, Stickney Hill Rd Map 266/Lot 11.1
 Scott Dias, new residence Briar Hill Map 249 Lot 7.2
 Donna Warner, new residence 531 Farrington Corner, Map 257 Lot 19.1
 Kenneth Walsh, new residence Kast Hill Map 210 Lot 6.3
 Kurt Stuke, renovation 228 Maple St Map 102 Lot 1
 Kim Dimasi, addition renovation 105 Penacook Rd Map 104 Lot 50
 Stephen & Elaine Rust, Accessory Bldg 265 Patch Rd Map 249 Lot 15
 Granite State Solar, solar 859 Farrington Corner Rd, Map 266 Lot 45
 Verizon Wireless, antenna modification 124 Watchtower Rd Map240 Lot 41
 Merrimack County 4H Swine Club, Raffle Permit
 Marica Evans, 64 Stumpfield Clearspan Structure Map 230 Lot 12
 Seacoast Tent Rental, temp. tent for fair 392 Kearsarage Ave Map 221 Lot 61

Timber Tax Warrant

Fredette Walter and Tammie Map 266 Lot 11.1

\$622.14

INTENT TO CUT

David Jensen, Map 240 Lot 1, Map 239 Lot 16, Map 239 Lot 17

BLIND EXEMPTION

Tennis, David & Wendy Map 245 Lot 60

NOTIFICATION OF ABATEMENT

Smith, Billie D & Charlene Map 266 Lot 36 (2)

\$3,839.24

Roberts & Greene, PLLC Contract**Approval of Minutes:**

The Board reviewed the Select Board Meeting Minutes of Monday, August 8, 2016. Mr. Traum made a motion, seconded by Mr. Lux, to approve the Public Meeting Minutes of August 8, 2016. There being no discussion, Chair O'Brien called for a vote.

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

IV. APPOINTMENTS

Hopkinton Fair Board: Deb Curtis and Bob Allen, Hopkinton Fair Board Directors, were in to update the Board on this year's upcoming fair. Ms. Curtis stated they have met with Police Chief Steve Pecora and Interim Fire Chief Shawn Murray and everything went well. This year the Fair is using social media, and Facebook to advertise the Fair. The Directors have also made it easier to buy tickets on line, as well as a new 4 day pass is available. Discussion ensued, with

regards to the Hopkinton Fair's decision not to charge for parking at the Fairgrounds. Mr. Allen stated that he believes this will not affect those people and the high school, which offers off-site parking. Ms. Curtis also stated there will a town night on Thursday; and that EDC will be doing a meet and greet. Ms. Curtis also stated that this year there will be a push for education in the agriculture areas of the Fair.

Mr. Traum inquired as to the list of prospective Hopkinton residents who are interested in serving on the Fair Board. Ms. Curtis stated that she has only recently received the list, and will probably not be reaching out to those people until after the Fair, but before the Fair's Annual Meeting. Mr. Traum asked Ms. Curtis to keep the Select Board updated.

David Blanchard inquired if the price of the tickets will be going up this year. Ms. Curtis replied yes, the ticket price is going up; but parking at the Fairgrounds will be free.

V. OLD BUSINESS

Fire Station Signage: Mr. Cass stated he received an e-mail from Mrs. Strickford with regards to the signage at the Fire Station. Mr. Cass will follow up on that.

HMHS Dugouts: Dave Chase has submitted a plan to the Select Board to replace the current dugouts. The new dugouts will be 35 ft. by 10 ft. by 7 ft. high. Chuck Rose will be donating all the labor; Jake McManus from ProCon is donating all the brick, Sam McManus is donating all the roofing and plywood. It was noted that the electricity to the field hockey scoreboard had to be disconnected; but currently are working on getting the scoreboard back up and running.

Mr. Traum made a motion to approve Dave Chase's plan for the new dugouts as presented and requests that Greg Roberts coordinate with the volunteers to complete the job. Mr. Lux seconded the motion.

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

III. APPOINTMENTS (continued)

Shawn Murray, Interim Fire Chief: Interim Fire Chief Murray stated that everything is going well at the Fire Department. He further stated that they have been working on streamlining the administrative process, fillable pdf forms, fillable time sheets and checklists for maintenance of the trucks and equipment. Interim Chief Murray thanked intern Mary McAuliffe, for her help with these tasks. Interim Chief Murray stated he will soon be ready with the final draft of Rules and Regulations as well as a final draft of Policies and Procedures. He further stated that fire inspections are ongoing and thanked Building Inspector, John Pianka for his help.

With regards to the Hopkinton Fair, Interim Chief Murray stated they have met and things went well. This year the Fair will be erecting a fabric like structure from a company called Clean Span and the Fire Department will be making sure that it is secure. In light of last year's tent collapse in Lancaster, the Department will develop a plan with the Fair with regards to weather. The Fire Department will use the team approach for all inspections at the Fair.

Mr. Traum inquired if the Fire Department has had anyone come in looking for help with drug addiction. Interim Chief Murray stated no, however, we do have resources for those people looking for help.

V. OLD BUSINESS (continued)

Deeding Update: Mr. Cass reported there are three (3) houses and four (4) campers at Sandy Beach that are behind on taxes. We will be moving forward with deeding; paperwork will be ready for the next meeting.

Budget Process Update: Mr. Cass stated that the Capital Improvement Program Committee (CIP) has scheduled their first meeting, and budget letters have been forwarded to the Department Heads.

VII. TOWN ADMINISTRATOR UPDATE

i. Road Projects: Mr. Cass stated that we are moving forward the road projects for Penacook and Kearsarge, initial paving is being done now, then the curbing and final paving.

ii. Fire Station Solar: Mr. Cass stated the solar array at the Fire Station is complete.

VIII. PUBLIC FORUM

There was no public comment.

IX. OTHER

Mr. Cass reminded the Board that the Staff Appreciation Picnic will be Thursday, August 25, 2016, and will be held at the Library.

Mr. Cass stated that the State Primary will be held on Tuesday, September 13, 2016. Voting will be at the high school from 7:00 am to 7:00 pm. Mr. Cass also informed the Board there will be a new layout for voting to ease the congestion that was experienced at the last election.

Mr. Cass informed the Board that 2 CPR/AED trainings have been completed.

Mr. Traum requested that we add School Board meetings to our calendar.

Mr. Lux was contacted by a resident who was riding their horse at the Mast State Forest; they heard gunshots and quickly left. It was reported to the police, however, they did not have a key to the gate and were unable to pursue. Mr. Cass will follow up with Chief Pecora.

Mr. Gerseny reported that it was a productive meeting between the Planning Board and EDC.

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

Mr. Traum 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. Gerseny seconded the motion.

VOTE: Select Board Members Traum, Strickford, Gerseny, and Chair O'Brien voted in favor, Lux abstained, and the Chair declared the motion to have carried. (4-0-10).

Mr. Lux left the meeting.

The Board, Interim Fire Chief Shawn Murray, and Town Administrator Neal Cass went into nonpublic session, as recorded separately, at 6:50 p.m. The Board returned to public session at 7:48 p.m.

These minutes were not sealed.

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). Mr. Gerseny seconded the motion.

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

The Board, Interim Fire Chief Shawn Murray, and the Town Administrator went into nonpublic session, as recorded separately, at 7:49 p.m. The Board returned to public session at 8:15 p.m.

Vote to seal nonpublic minutes:

Mr. Traum moved to seal the minutes of the just completed nonpublic session for one year. Mr. Gerseny seconded the motion.

VOTE: Select Board Members Traum, Strickford, Gerseny, 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 Mr. Traum, seconded by Mr. Gerseny to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant