



## **Town of Hopkinton, NH**

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**SELECT BOARD  
BUDGET WORKSHOP AGENDA  
MONDAY, NOVEMBER 14, 2016  
HOPKINTON TOWN HALL  
APPROVED November 21, 2016**

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

Select Board Chair Jim O'Brien called this budget workshop session of the Select Board to order at 5:30 p.m. on Monday, November 14, 2016 at the Town Hall. Steve Lux led the Pledge of Allegiance.

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

**Staff Present:** Neal Cass, Town Administrator, and Robin Buchanan, Administrative Assessing Assistant

**Public Present:** Janet Krzyzaniak, Members of the ATV Club, and Chuck Gangel, Town Clerk/Tax Collector

### **II. ADMINISTRATIVE**

The Board members reviewed documents for signature and approved unanimously (5-0) the Consent Agenda, on motion made by Mr. Traum and seconded by Mr. Lux.

#### **CONSENT AGENDA 11-14-16**

**ACCOUNTS PAYABLE MANIFEST** \$50,924.97

**PAYROLL** \$65,136.05

#### **BUILDING PERMITS**

Virginia Prescott Map 238 Lot 58 101 South Rd addition bedroom & deck

Elizabeth Lewy Map 264 Lot 20 212 Hedgerose Ln demo breezeway & reconstruct  
Wm & Nancy Brown Map 257 Lot 37 154 Farrington Corner Rd solar rooftop array

**NOTIFICATION OF ABATEMENT**

Alcott Map 258 Lot 16 \$6,833.92

**CURRENT USE CHANGE TAX & WARRANT**

Thomas and Lisa Hennessey 403 Brockway Road Map 256 Lot 28 \$7,150.00

Debra Chicoine Revocable Trust South Road Map 253 Lot 25 \$7,500.00

**Approval of Minutes:**

The Board reviewed the Select Board Meeting Minutes of Monday, November 7, 2016. Mr. Traum made a motion, seconded by Mr. Lux, to approve the Select Board Meeting Minutes of November 7, 2016. There being no discussion, Chair O'Brien called for a vote.

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

The Board reviewed the Select Board Non Public Meeting Minutes of Monday, November 7, 2016. Mr. Traum made a motion, seconded by Mrs. Strickford, to approve the Non Public Meeting Minutes of November 7, 2016, Session I. Mr. Traum added these minutes are only sealed for two weeks.

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

The Board reviewed the Select Board Non Public Meeting Minutes of Monday, November 7, 2016. Mr. Traum made a motion, seconded by Mr. Lux, to approve the Non Public Meeting Minutes of November 7, 2016, Session II.

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

**III. APPOINTMENTS**

**ATV Club:** Members of the ATV Club came in today to ask the Board to renew the ordinance that allows ATV's to operate on portions of Pine Street and Bound Tree Roads. Chairman O'Brien stated that because this ordinance had an expiration date, we will have to hold a public hearing. The ATV Club would also like to extend the right to operate an ATV along a portion of Bound Tree Road that is not already included. Chairman O'Brien stated the Club should get the language to Mr. Cass asap so that a public hearing can be scheduled. Chairman O'Brien stated that the Board has not had any complaints or issues about the ATV's.

Mr. Traum made a motion to hold a public hearing with regards to renewing the OHRV ordinance, striking Item #8 and adding 3.5 mile portion from the intersection of Pine Street and Bound Tree Road to the Warner, Henniker, Hopkinton town line. Mr. Lux seconded the motion.

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

#### **IV. BUDGET WORK**

##### **Work on 2017 Budget:**

Budget discussion ensued, with regards to Revenues and how best to estimate them.

Chairman O'Brien stated the following changes were made to the Warrant Articles: pushed off field irrigation for one year; removed the line item for fencing the skate park, moved the Fire Department engineering back one year; and purchase a police cruiser at the end of this year. The money for purchasing the cruiser will come from the Public Safety Revolving Fund. Chairman O'Brien asked if there were any objections to the above changes. There were none.

Personnel Administration: Discussion ensued, with regards to the options that were presented for Health Insurance. Mr. Cass went over in detail the pros and cons of each plan. Discussion ensued, with regards to the employee/employer split which is currently 7.5% paid by the employee; 92.5% paid by the Town. At this time, the Board will plug in the numbers for the HMO plan (which the majority of employees are currently on) with the new prescription plan and the employee/employer split being 10%/90%. The Board will revisit this before the Budget goes to the Budget Committee.

Discussion ensued, with regards to the Merit Pool. The original proposal was for 5% to be put into the pool. It now stands at 4%. Mr. Gerseny and Mrs. Strickford would like the increase back up to the original 5%. The Board agreed to leave it at 4% for now; but will revisit this before the Budget is sent to the Budget Committee.

Discussion ensued, with regards to the police clerk position which is currently part-time. The position for 2017 has been changed to full time starting January 1, 2017. The change in this line item is to change the start date to April 1, 2017.

It was noted that the full time position in the Ambulance budget was removed.

Mr. Cass went over the changes made to the Fire Department budget subject to the discussion last week.

Mr. Cass stated that the Streets and Highway budget was reduced by removing \$20,000. from the engineering line. Discussion ensued, with regards to using the money from the Road Bond to cover any overage in this line.

With regards to the Transfer Station, Mr. Cass stated there were minor adjustments made to the increase that was originally requested.

Discussion ensued, with regards to a request for funding from the Merrimack County Victim Advocacy. The Board agreed to \$1,000 versus the requested \$2,000.

Mr. Cass stated that \$5,000 was removed from the Human Services budget. Discussion ensued with regards to prior year's expenses and the Human Services Expendable Maintenance Trust Fund that is also available.

Discussion ensued, with regards what money if any, should come from the Recreation Revolving Fund for the Recreation Director's salary and the Recreation Clerk's wages.

The Conservation Commission request for \$1,420.00 was lowered to \$1.00.

Discussion ensued, with regards to Economic Development Committee's request. Discussion ensued, with regards to the market study and engineering costs.

Discussion ensued, with regards to the Cemetery Budget and also regarding the use of the some of the Fund Balance.

#### **V.OTHER BUSINESS:**

**2017 Holiday Schedule:** The Board reviewed and approved the 2017 Holiday Schedule.

Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant