



Town of Hopkinton, NH

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**SELECT BOARD
PUBLIC MEETING MINUTES
MONDAY, JUNE 27, 2016
HOPKINTON TOWN HALL
APPROVED JULY 11, 2016**

I. POINTS OF PRIDE

Mr. Cass stated that Kathryn Keith, Deputy Town Clerk/Collector returned from maternity leave today. He wanted to commend Chuck Gangel, Tax Collector/Town Clerk and Carol Harless, Assistant Town Clerk/Collector for keeping the office running smoothly during Kathryn's absence.

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, June 27, 2016 at the Town Hall. Chairman O'Brien introduced the members of the Board.

Chairman O'Brien asked Ken Traum to lead the Pledge of Allegiance.

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

Staff Present: Town Administrator Neal Cass, Robin Buchanan, Administrative Assessing Assistant, Chuck Gangel, Town Clerk/Tax Collector, Don Lane and Deb Augustine, Cemetery Trustees

Public Present: Janet Krzyzaniak, Ken Wilkens, Billie Jean and Bob Arseneault

III. 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.

ACCOUNTS PAYABLE MANIFEST

\$1,252,338.05

\$892,697.63

PAYROLL MANIFEST

\$70,002.83

BUILDING PERMITS

Brad & Paula Simpkins 155 Putney Hill 230-52.1 Deck

Jonathan & Kelly Marston 95 Lower Straw Rd 265-4 shed

Graham Wylie 697 Brockway Road 266-32 decks

Christopher & Elizabeth Hodgdon 644 Bound Tree Rd 207-19.2 porch

Keith Tewksbury 699 Brockway Rd 266 L33 Two principal structures/uses

Eric Sideleau 454 Maple St 227-9 Garage

LETTER TO STATE OF NH RE: TRACKING (2)**ABATEMENTS**

Lewis Hoffner Current Use abatement Map 233 Lot 11.1

Linda Trembly-Sandy Beach camper registered

John Brown & Sons timber abatement for Stumpfield Expansion

VETERAN'S CREDIT

Robert Bethel Map 245 Lot 31

Letter to State of NH re: inventory forms**2017 Planning Map Maintenance Proposal****2017 Tax Map Maintenance Proposal****Intent to Cut**

Pamela Hall Map 259 Lot 1.1, 1.2 and 1.3

Harriett Bryan Map 250 Lot 50

LAND USE CHANGE TAX (REVISED)

Hoffner Lewis

\$5,498.00

ELDERLY DEFERRAL

Gaskill Lucielle Map 102 Lot 84

RIGHT TO BURY

Thomas & Nancy Fellows

Acknowledgement Under Forbearance of Tax Collector's Deed

Map 245-60

Approval of Minutes:

The Board reviewed the Select Board Meeting Minutes of Monday, June 13, 2016. Mr. Lux made a motion, seconded by Mr. Traum, to approve the Public Meeting Minutes of June 13, 2016. Chair O'Brien called for a vote.

VOTE: O'Brien, Traum, Lux and Gerseny voting in favor of the motion; no votes against; Strickford abstaining; MOTION APPROVED 4-0-1.

The Board reviewed the Select Board Nonpublic Meeting Minutes of Monday, June 13, 2016, Session I. Mr. Traum made a motion, seconded by Mr. Gerseny, to approve the Nonpublic Meeting Minutes of June 13, 2016. Chair O'Brien called for a vote.

VOTE: O'Brien, Traum and Gerseny voting in favor of the motion; no votes against; Strickford and Lux abstaining; MOTION APPROVED 3-0-2.

The Board reviewed the Select Board Nonpublic Meeting Minutes of Monday, June 13, 2016, Session II. Mr. Gerseny made a motion, seconded by Mr. Traum, to approve the Nonpublic Meeting Minutes of June 13, 2016, Session II. Chair O'Brien called for a vote.

VOTE: O'Brien, Traum, Lux and Gerseny voting in favor of the motion; no votes against; Strickford abstaining; MOTION APPROVED 4-0-1.

IV. APPOINTMENTS

Billie Jean and Bob Arseneault RE: Cemetery ROW:

Billie Jean and Bob Arseneault came before the Board asking the Select Board to help them with a right of way issue. The Arseneault's purchased their home on Penacook Road in 2004. There is a deeded right of way that runs parallel with their drive way, which is the exit for the Contoocook Cemetery. Mr. Arseneault stated that traffic has increased over the years, people are parking in his driveway and they have had the house on the market for three years and he believes it is not selling because of the right of way. Chairman O'Brien inquired if the Arseneaults have spoken with the Cemetery Trustees. Mr. Arseneault replied we have spoken with Don Lane. Chairman O'Brien stated you need to speak with the Cemetery Trustees not just one member of the Trustees but all of them at once. Chairman O'Brien also stated that he did not think that the Town of Hopkinton would give up that deeded right of way. The Arseneaults stated they would meet with the Cemetery Trustees.

At 6:00 pm, Bob Gerseny left the meeting.

V. OLD BUSINESS

i. Slusser Center Rules Update: Mr. Cass stated the Senior Recreation Council has reviewed the final version; there were language changes only, no substance changes.

Mr. Traum made a motion to approve the Slusser Center Rules as revised by the Senior Recreation Council dated June 27, 2016. Mr. Lux seconded the motion.

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

Chairman O'Brien thanked Paula Simpkins, Recreation Director, for her work.

ii. Deed Review: Mr. Cass stated he and Chuck Gangel, Tax Clerk/Tax Collector met in regards to the deeding list. Mr. Cass stated he has met with some property owners and has agreements; and he will be meeting with others this week. Discussion ensued, with regards to interest. Mr. Gangel stated that they will be tracking the payments quarterly. Discussion ensued, with regards to a mobile home in a park. Mrs. Strickford stated the park owner should be notified if there is a mobile home in the park that is behind on taxes.

Discussion ensued, with regards to one home that was destroyed by fire; homeowners paid full taxes for that year. An abatement will be done and applied to this year. Another property has a mortgage and Mrs. Strickford stated if the bank has an interest they will pay the taxes. Discussion ensued with regards to 4 campers at Sandy Beach, whose campers are now not eligible for taxes as the campers are registered. However, they are responsible for the taxes before that law was introduced in 2014. Mr. Cass contacted DRA with regards as to how to handle the back taxes and he was informed that he should contact other towns and see what they do. Mr. Gangel contacted Patty at Avitar, who was the former tax collector in Bristol. She stated that in Bristol, they took possession of only a few of the campers and then the other campers paid the back taxes. Chairman O'Brien suggested that we contact those campers and inform them of taxes owed and notify them of possible action to be taken.

VI. NEW BUSINESS

i. Paving Quote Review: Mr. Cass stated we received three (3) bids and Pike Industries was the lowest. Mr. Cass noted the bids were very close.

Mr. Traum made a motion to accept the bid from Pike Industries for paving in the total amount of \$280,710. Mr. Lux seconded the motion.

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

ii. Primex CAP Program: Mr. Cass stated Primex is our insurance company for Property and Liability Insurance. This agreement will cap increases until 2019. Mr. Cass stated we have no major claims.

Mr. Traum made a motion to approve the Primex CAP Program. Mr. Lux seconded the motion.

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

- iii. **NHMA Legislative Policies:** Mr. Cass informed the Board that a meeting will be held in September and that Bob Gerseny has expressed an interest in attending.

Chairman O'Brien stated there have been a lot of fires at the Mast State Yard. He asked if Mr. Cass had a cost estimate for the Fire Department. Mr. Cass stated not at this time; but will have it available at the next meeting.

Mrs. Strickford stated that the Hopkinton Cares is once again doing an annual event for the Got Lunch Program. Volunteers get together and help those in the community in need of home repairs and small projects. She asked the Board to mark Saturday, October 15 for their participation.

VII. TOWN ADMINISTRATOR UPDATES:

Mr. Cass stated the Senior Lunch at Elm Brook Park will be held on Wednesday, July 13th. Mr. Cass stated that Staff Appreciation lunch will be on Thursday, August 25 at the Library.

Mr. Cass stated that interviews were held for the vacant Firefighter/EMT position.

Mr. Cass stated work has started on Kearsarge Ave.

Discussion ensued, with regards to an employee being on the Road Committee. Mr. Cass stated that Dan Blanchette, Director of Public Works, has no objections.

VIII. PUBLIC FORUM

Janet Krzyzaniak inquired if any of the telephone poles on Kearsarge will be moved. Mr. Cass stated that all of the poles that needed to be moved have been moved. She also inquired about the violations at Every Day Café. Mr. Cass stated that Every Day Café is on the Planning Board agenda.

IX. GOALS:

Discussion ensued with regards to the list of goals that the Select Board has.

Mr. Cass stated there was a pressure break in the sewer line on Friday, June 24th which has been taken care of.

Steve Lux inquired if there has been any follow up with regards to the person staying at the Hopkinton Fair property. Mr. Cass responded he will check into it.

Mr. Traum stated he attended a meeting on Complete Streets. He also stated that Natalie Duval came to speak with the Road Committee and the Committee asked for a proposal.

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. Lux seconded the motion.

VOTE: Select Board Members Traum, Strickford, Lux, 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 7:29 p.m. The Board returned to public session at 8:20 p.m.

ADJOURNMENT

There being no further business, motion by Mr. Lux, seconded by Mr. Traum to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant