



Town of Hopkinton

Office of Select Board

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**SELECT BOARD
PUBLIC MEETING MINUTES
MONDAY, SEPTEMBER 16, 2019
Approved September 30, 2019**

CALL TO ORDER

Chairman O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, September 16, 2019, in the Dunlap Room at the Town Hall. Chairman O'Brien introduced the members of the Board.

Members Present: Jim O'Brien, Ken Traum, Sabrina Dunlap, and Anna Wells. Absent: Steven Whitley

Staff Present: Neal Cass, Town Administrator and Robin Buchanan, Administrative Assessing Assistant, Dan Blanchette, Director of Public Works, and Paula Simpkins, Recreation Director

Public Present: Lee Wilder, Conservation Commission Chair, Rob Knight, Bob LaPree, Steve Chamberlin, Superintendent of Schools, Jamie Schoch and Janet Krzyzaniak

Janet Krzyzaniak led those in attendance in the Pledge of Allegiance.

POINTS OF PRIDE:

Mr. Cass noted that three (3) fundraisers were held this weekend: Kimball Cabins BBQ; the Fire Department's PeterStrong and Pedaling for Payson. All three fundraisers involved Town employees and committee members, including the Recreation Department, Kimball Cabins Committee members, Conservation Commission members, Fire and Police Departments.

Mr. Traum noted that Louise Carr did a great job. (Kimball Cabins BBQ) He also noted that he attended the Right-to-Know training and wanted to thank Neal Cass and Jim O'Brien for keeping the Select Board on the right track and following the rules.

Chairman O'Brien stated that the End of the Summer concert series has been great. Mrs. Wells agreed and thanked Lee Ann Vance for all her hard work.

ADMINISTRATIVE

The Board reviewed documents for signature and approved (4-0) the consent Agenda, taking the following action on a motion made by Mr. Traum and seconded by Ms. Dunlap.

Consent Agenda 09-16-2019

ACCOUNTS PAYABLE MANIFEST	\$3,544.03
	\$121,760.37
	\$42,801.61

PAYROLL MANIFEST	\$78,222.31
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APPLICATION FOR PAYMENT FROM EXPENDABLE TRUST

Town Facilities Trust Fund	\$4,550.00
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APPLICATION FOR PAYMENT FROM CAPITAL RESERVE FUND

Sewer System	\$4,350.00
Fire Dept Vehicle /Equip	\$10,709.00
PW/Hwy Vehicles-Spreader	\$22,500.00

ABATEMENTS

Beech Hill School	\$12,588.00
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PAF

Town Clerk Tax Collector-hire temporary

CURRENT USE PENALTY RELEASE

Hoffner tax paid but not released

TIMBER TAX WARRANT

Bohanan	\$2,409.01
Melkonian Trust	\$9,869.38

VETERAN'S EXEMPTION

David Carriker Map 221 Lot 130

Michael Standefer Map 221-115-002

Rebecka Standefer Map 221-115-002

BUILDING PERMITS

Reed Loy & Linden Rayton 173 Penacook Rd finish basement

Amy & Rob Mitchel 57 South Rd renovate existing kitchen, laundry

Park Ave Plaza 54 Park Ave conversion of Red Star to Dunkin's

Nels Nielson 165 Wildwood installation of 12x14 shed

Deed Waiver

Map 202-005-000

The Board reviewed the Select Board Meeting Minutes of Tuesday, September 3, 2019. Mr. Traum made a motion, seconded by Ms. Dunlap, to approve the Public Meeting Minutes of September 3, 2019 with a correction on page 7 to read a letter to the Concord Monitor....

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

The Board reviewed the Select Board Non-Public Meeting Minutes of Tuesday, September 3, 2019, Session I. Mr. Traum made a motion, seconded by Ms. Dunlap, to approve the Non-Public Meeting Minutes of September 3, 2019, Session I.

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

The Board reviewed the Select Board Non-Public Meeting Minutes of Tuesday, September 3, 2019, Session II. Mr. Traum made a motion, seconded by Ms. Dunlap, to approve the Non-Public Meeting Minutes of September 3, 2019, Session II.

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

The Board reviewed the Select Board Non-Public Meeting Minutes of Tuesday, September 3, 2019, Session III. Mr. Traum made a motion, seconded by Ms. Dunlap, to approve the Non-Public Meeting Minutes of September 3, 2019, Session III.

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

The Board reviewed the Select Board Non-Public Meeting Minutes of Tuesday, September 3, 2019, Session IV. Mr. Traum made a motion, seconded by Ms. Dunlap, to approve the Non-Public Meeting Minutes of September 3, 2019, Session IV.

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

APPOINTMENTS:

Steve Chamberlin, Superintendent of Schools re: Vaping Ordinance:

Before giving his presentation, Mr. Chamberlin wanted to thank Dan Blanchette for filling in the potholes at the school, stating Dan did a great job. Mr. Chamberlin gave a brief history as to

what prompted him to come forward with his request for the Board to adopt a Vaping Ordinance, similar to Keene, Dover and Newmarket. He noted that during his years in education, he has seen smoking go from being acceptable with smoking areas for teachers and students to no smoking on school grounds or at school events. He would like the Board to consider raising the minimum age to purchase to 21. He stated marketing, accessibility and social media are some of the drivers in vaping. He stated juul is the most popular among kids, however, juul approves of raising the age to 21. The device looks like a USB drive and has no smell to it. Mr. Chamberlin stated we have no idea what chemicals have been added in, noting that there has been an increase in hospitalizations and deaths due to vaping.

Chairman O'Brien stated that it would have to be a Town Meeting vote to adopt the ordinance and January 2020 would be when articles will be discussed. Mr. Chamberlin stated he spoke with Police Chief Steve Pecora and that the School Board is behind this request.

Mrs. Dunlap inquired if the stores were requiring ID's and checking them properly. If not, that would be an enforcement issue. Mr. Chamberlin stated that Chief Pecora stated that he believed that most stores in Town will be good neighbors and would do their best to follow the rules. Ms. Dunlap suggested that vaping be in the curriculum for health class.

Chairman O'Brien inquired about enforcement at the schools. Mr. Chamberlin stated if staff is walking hallways, they will enter bathrooms and check, detection is hard, as there is no odor. Mr. Chamberlin also stated that if caught he tries to use consequences, that also have learning activities attached to them.

Mr. Chamberlin thanked the Board for their consideration.

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

Mrs. Wells moved to go into a non-public session to discuss a personnel issue under the provisions of Nonpublic Session RSA 91-A: 3 II (a). Mr. Traum seconded the motion.

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

The Board, the Town Clerk/Tax Collector and the Town Administrator went into nonpublic session, as recorded separately, at 6:00 p.m. The Board returned to public session at 6:33 p.m.

These minutes were not sealed.

Mr. Traum made a motion, seconded by Mrs. Wells to come out of nonpublic session.

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

Chairman O'Brien stated that the Board has decided to deed several properties for non-payment of property taxes, which includes five 5 properties at Sandy Beach.

Public Hearing: Select Board/Conservation Commission re: land purchase

Chairman O'Brien read the public notice to those present, then asked Lee Wilder, Conservation Commission Chair to speak.

Mr. Wilder stated that the Conservation Commission is hoping to purchase a piece of property that runs alongside Kimball Lake, Tax Map 251-008-001, which is 10.3 acres. He stated that the property has been for sale for the past two (2) years, and recently the price was dropped. He noted that it is assessed at \$83,000.00, and the Conservation Commission has a purchase and sales agreement for \$80,000.00. Mr. Wilder stated there are easements on the lots; Marie Burns has an easement to maintain her septic system and the other is a view easement which allows the owners of Map 251, Lot 5 to cut bush to maintain existing views. Mr. Traum inquired if the property could be subdivided for one house lot. Mr. Wilder stated that there is wetlands where the lot abuts Main Street.

Mr. Wilder stated that the Conservation Commission is asking to buy it contingent upon the Town reimbursing the Conservation Commission at Town Meeting. Discussion ensued, with regards to the contingency for the Town to reimburse. Chairman O'Brien stated that the Public Hearing was to receive public comment concerning the Conservation Commission using funds from the Conservation Fund to purchase the property. The Board's decision tonight will be on the purchase of the property; not to approve any reimbursement. Chairman O'Brien further stated the budget process will begin soon, and last year, we had to cut things that we needed. He further stated that we cannot answer about reimbursement now. Discussion ensued, with regards to whether it should be a Warrant Article, a request in the budget of the Conservation Commission or a Petitioned Warrant Article.

Rob Knight spoke in favor of the purchase, noting that it abuts a town cemetery. Mr. Wilder stated the land is flat in the back by the cemetery and could be used for possible expansion of the cemetery. Discussion ensued, with regards to land being used as a non-conservation use.

Janet Krzyzaniak stated that if the Conservation Commission wants the property, they should buy it with their funds and not ask for a reimbursement. She further stated that the Conservation Commission gets a percentage of the Land Use Change Tax and they should use that money.

Mrs. Wells stated another option for the Board could be to fund part of the purchase.

As there were no further comments, Chairman O'Brien closed the Public Hearing at 7:00 pm.

Mr. Traum, Ms. Dunlap and Mrs. Wells stated their support for the purpose of the public hearing as noticed.

Mr. Traum made a motion to approve the purchase of Map 251-008-001 consistent with the request from the Conservation Commission using Conservation Funds to purchase the property. Mrs. Wells seconded the motion.

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

Chairman O'Brien asked Mr. Wilder to keep the Select Board updated.

OLD BUSINESS:

MTAG Update: Mrs. Wells gave a brief update on MTAG. She stated it was a very positive, excellent meeting. She stated there was discussion at the meeting regarding changes to Hart's corner, by modifying B-1 zoning to allow multi-family houses. She stated the purpose to modify the zone is to encourage a greater variety of housing, along with additional commercial potential.

Chairman O'Brien stated that the land swap is moving forward. The NH Council of Resources and Development met last week and voted for it to move forward. Chairman O'Brien stated that it will proceed to the Joint Legislative Council and then on to the Governor's Council.

NEW BUSINESS:

YTD Financials: Mr. Cass stated that revenues look good, noting the Land Use Change Tax, Timber Tax and Motor Vehicle registration are all up. Mr. Cass stated that we have fourteen (14) new home permits for the year so far. Mr. Cass stated that expenses look good as well.

2020 Merit Wage Pool: Mr. Cass would like some guidance in setting the merit pool rate. Discussion ensued, with regards to where to set it at. Chairman O'Brien stated that if we start higher, we may have to lower it and that is not good for employee morale. If we set it at a lower rate, we can increase. The Board supported an increase of 3%.

2020 Holiday Schedule: Mr. Cass presented the Holiday Schedule for 2020.

TOWN ADMINISTRATOR UPDATES:

Mr. Cass stated the revaluation hearings will begin on Saturday, September 21, 2019, letters are scheduled to be mailed on September 13, 2019. Mr. Cass stated values went up and the tax rate will drop.

Mr. Cass stated he has met with the architect and is waiting for a proposal of costs for renovating the Town Hall.

Mr. Cass stated that the Joint School Board/Select Board meeting will take place on Monday, October 21, 2019, at the Town Hall to allow the meeting to be live streamed.

Mr. Cass noted that Public Works Director Dan Blanchette filled in the potholes at the Middle/High School so that he could plow it in the winter.

Mr. Cass stated there will be a staff training on Tuesday, September 17, 2019, which will be held at the Slusser Center.

Mr. Cass announced that Pine Street will be paved soon. With regards to Stickney Hill Road, DES no longer have expediated permits, and they now have fifty (50) days to answer.

Mr. Cass noted that the intersection of Old Stage Coach Road and Briar Hill Road has been changed to a T intersection.

The Contoocook Farmers' Market will be holding the winter farmers' market at Maple Street School, in Contoocook.

Mr. Cass spoke with the 5th grade class from Beech Hill School, who were visiting the Town Hall. They were studying town government.

With regards to the softball field at George Park, Public Works Director Dan Blanchette will be meeting with Hoyle and Tanner.

Mr. Cass stated that Hoyle and Tanner recommend finishing the permitting process with the culvert that is located at Cross Road. Mrs. Wells stated that in the future we are allowed to clean the culvert, once it is approved.

PUBLIC FORUM:

Mrs. Krzyzaniak inquired about the building on Pine Street that has no windows or doors. Mr. Cass stated the owner filed a permit to demo the building, but nothing has been done. Chairman O'Brien asked that Mr. Cass add dilapidated buildings to the next agenda.

OTHER:

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

Mr. Traum moved to go into a non-public session to discuss a personnel issue under the provisions of Nonpublic Session RSA 91-A: 3 II (a). Ms. Wells seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Dunlap, and Wells 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 7:51 p.m. The Board returned to public session at 8:13 p.m.

These minutes were not sealed.

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

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

VOTE: Select Board Members O'Brien, Traum, Dunlap, and Wells 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 8:13 p.m. The Board returned to public session at 8:32 p.m.

These minutes were not sealed.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:33 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant