



# Town of Hopkinton. NH

## Office of the Select Board

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### SELECT BOARD PUBLIC MEETING MINUTES MONDAY, APRIL 2, 2018 Approved April 16, 2018

#### CALL TO ORDER

Chairman Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, April 2, 2018, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board. Bob Gerseny led those assembled in the Pledge of Allegiance.

Members Present: Jim O'Brien, Ken Traum, Bob Gerseny, Sabrina Dunlap and Steven Whitley

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

Public Present: Janet Krzyzaniak, Joyce Bossie, Mary Kusturin, Ginni Haines, Michael Martin, Cleve Kappla

#### POINTS OF PRIDE

Mr. Cass read a letter from Jim Lewis, who was asked if he wanted to serve on the Recreation Committee. In his letter, Mr. Lewis noted the work, effort and follow through of the Recreation Director Paula Simpkins and the Recreation Committee as a part of his reasoning to continue working on that committee. Mr. Cass also stated that many town employees are often working hours past "normal business" hours. He noted the Fire Chief, Police Chief, Highway Department, as well as those employees who take minutes at all the evening meetings.

#### ADMINISTRATIVE

The Board reviewed documents for signature and approved (5-0) the consent Agenda, taking the following action on a motion by Mr. Traum and seconded by Mr. Gerseny. Chairman O'Brien noted that one of the appointment papers that was signed was for his wife, Amy Carrier O'Brien for the Capital Improvement Committee.

#### Consent Agenda

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### CONSENT AGENDA 2-Apr-18

#### ACCOUNTS PAYABLE MANIFEST

**\$1,474,441.54**

\$53,594.04

\$69,733.18

#### PAYROLL

#### Warrant and Land Use Change Tax

Thomas & Carrie Dupell Patch Road Map 249 Lot 14

\$9,150.00

Lyman Family Trust 818 E Penacook Road Map 245 Lot 2

\$1,060.00

#### BUILDING PERMITS

Trevor Langley DEMO PERMIT Map 243 Lot 10

Jamie Schoch bldg 42 'x 60' garage/barn Map 208 Lot 22

Summit Holdings DENY per Hopkinton Zoning Ordinance Map 227 Lot 44.1

C&D Realty Trust bldg new single-family Map 245 Lot 3

Sallie Story renovate existing porch, windows flooring Map 238 Lot 87

Jason Peacock lean to & carport to existing garage Map 217 Lot 18

Contoocook Methodist Church Temporary sign permit

#### ABATEMENT

Dean & Wanda Christensen mobile home removed

\$1,662.28

Helen L. Barnard Rev Trust 2017 interest

\$106.41

#### DISCRETIONARY PRESERVATION EASEMENT CORRECTION DEED

Celeste Hemingson

#### MUNICIPAL WORK ZONE AGREEMENTS

#### PAF

Trustees of the Cemetery hire part time

Recreation Department hire seasonal

#### VETERANS CREDIT

Kristin Haley Map 242 Lot 10.2

Jose Alfredo Perez Map 225 Lot 8

David White Map 211 Lot 19

Richard Bennett Map 227 Lot 23.1

#### ELDERLY EXEMPTION

Joyce Wright Map 208 Lot 30

Dianne & Gary Cooper deny income exceed \$40,000.00 Map

Andrew & Valerie McEvoy Map 102 Lot 25

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Thank You letters

Cettie Connolly

Betsy Wilder

Karen Dufault

Greg McLeod

Esther Cowles

APPLICATION FOR RESIDENCE IN AN INDUSTRIAL/COMMERCIAL ZONE

Kimberly LaGuardia

Lisa Thorne

Brenda Bailey

Keith Flenniken

NH the Beautiful/Litter-Free NH Registration Form

Letter to Governor Chris Sununu re Article 13

APPOINTMENT PAPERS

Seth Greenblott ZBA

Lester Cressy EDC

Steve Lux, Jr. EDC

Tom Congoran EDC

Anna Wells EDC

Steve Lux, Jr. Hopkinton/Webster Refuse Disposal Committee

Rich Houston Hopkinton/Webster Refuse Disposal Committee

Jessica Scheinman ZBA

Rebecca Whitley Recycling Committee

Mary Carol Schaffroth Recycling  
Committee

Jim Lewis Recreation Committee

Stephen Eckberg Sewer Committee

Lester Cressy Road Committee

John Wuellenweber EDC

Robert LaPree Conservation Commission

Gordon Crouch Human Services Advisory Committee

Leland Wilder Conservation Commission

Melissa Jones Conservation Commission

Bruce Ellsworth Planning Board

James Fredyma Planning Board

Amy Carrier O'Brien CIP

Don Houston CIP

Janet Kryzaniak Senior Recreation Council

Rob Knight Open Space

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Lucia Kittredge Open Space

### TRANSFER OF FUNDS

Sewer Fund 200 Account to General Account

\$14,633.16

### INTENT TO CUT

Neola Crathem Map 240 Lot 21

The Board reviewed the Select Board Meeting Minutes of Monday, March 19, 2018. Mr. Traum made a motion, seconded by Mr. Gerseny to approve the Public Meeting Minutes of March 19, 2018.

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

### PUBLIC FORUM:

APPOINTMENTS: There were no scheduled appointments.

### OLD BUSINESS:

#### Update on Committee Appointments:

Mr. Cass stated there are 25 Appointment Papers to sign tonight, however, we still have openings on the following committees: EDC, Human Services, Planning Board Alternate, Sewer, ZBA, Recycling and Recreation.

#### Update on Field Use:

Mr. Cass met with Paula Simpkins and Greg Roberts with regards to field use. There is work to be done on field 4 and it will be unavailable for use. Mr. Cass stated football, which has 5 home games a year, is looking for a field. The fields need to be maintains and rested. Discussion ensued with regards to the original agreement about football and field use. Mr. Gerseny noted this is now a school sport, the school should come up with a field. Chairman O'Brien stated that we own all the fields in town.

Mrs. Krzyzaniak stated that football is being pushed down our throats. The agreement was that football could have use of the fields for 2 years and then they would have to find their own field. Now the school is paying \$7,000 towards football a year. When the school took over football, they knew there was not a field. We were asked to join football by Hillsboro and Hillsboro was to provide the field. Saturday games interfere with other sports.

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Mr. Traum inquired if we should agree for this year, but tell them this is the last year.

Ms. Dunlap inquired if we say no, will they be able to play?

Chairman O'Brien stated he would like to have a conversation with the Athletic Director, Greg Roberts and Paula Simpkins for more information before the Board decides. The Board tabled a decision until a meeting can be arranged.

### Beaver Dam Update:

Mr. Gerseny updated the Board on the beaver issue on Cross Road, which is a Class VI road. Mr. Gerseny stated that Digger Day has agreed to begin to take the dam apart, slowly lowering the water level so that the road and culvert can be inspected. Mr. Gerseny also stated that Michael Metcalf, Underwood Engineering, is willing to help us with the NH Department of Environmental Services permitting. Mr. Gerseny also informed the Board that Brad Watson, Wildlife Control, will be trapping and removing the beavers from the area. Mr. Gerseny further stated that money will be needed to remove the beavers, however, Digger Day will do the work at no cost to the Town.

Mr. Traum thanked Mr. Gerseny for all his work with this matter.

Cleve Kappla, Conservation Commission, stated that the Conservation Commission met at the beaver dam in October, 2017 and came to the following 3 points:

1. Preservation of the Class VI road
2. Value of habitat
3. That the work is done correctly so as not to damage the area.

Mr. Gerseny stated that he has some questions about liability and should have the answers by the next meeting and suggested that the Board hold off on a motion to approve until then.

### NEW BUSINESS:

#### Environmental Services Department Restructure Proposal:

Mr. Cass stated with the passing of Steve Clough, the Department of Environmental Services needs to be restructured to carry out the work of handling sewer and trash. As a result of his discussion with the Public Works Director, Dan Blanchette and the Transfer Station Manager Jolene Cochrane, the following is recommended:

1. The Director of Environmental Services position be eliminated.
2. The operation of the sewer system will be contracted to WSO in Henniker.  
WSO has served as backup and has been running the plant in recent months
3. The Transfer Station will return to being part of the Department of Public Works.  
Jolene Cochrane will take on the total responsibility of operating the facility and will

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frnction just as the Superintendent of Building & Grounds and Highway does now. Oversight will be from the Director of Public Works.

4. Salary adjustments will be made, however, the bottom line remains the same.

Mr. Traum inquired about the community well. Mr. Cass stated that WSO will be doing that until Jolene can renew her license.

Mr. Traum inquired about notification to Webster. Mr. Cass replied that Hopkinton is in charge of the operation of Transfer Station. Mr. Gerseny stated it was not necessary to notify Webster.

Mr. Traum made a motion to approve the plan as previously outlined. Mr. Whitley seconded the motion.

VOTE: O'Brien, Traum, Dunlap and Whitley voting in favor of the motion; Gerseny votes against. MOTION APPROVED 4-1.

Mr. Traum made a motion to reallocate funds in the budget as proposed. Mr. Gerseny seconded the motion.

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

Chairman O'Brien stated that the Board received a letter from Josh Duval requesting that the Board ban the use of plastic bags within the Town of Hopkinton, because it is affecting the ocean habitats. Mr. Whitley inquired under what authority we could do that. He also stated the thought it was a good idea and worth exploring. Mr. Gerseny stated a complete ban could have far reaching consequences. He also wondered how we would enforce that.

Rosalie Smith, who lives on Little Tooky Road, staled that she has seen and removed many plastic bags from the river. Single use plastic bags is not impossible to achieve.

Ginni Haines from the Recycling Committee stated the committee has not addressed this issue. However, she did some research and discovered that 8 coastal towns in Maine charge a fee for plastic bags and use the revenue for clean up programs. She stated that she did a survey and sat in the parking lot of the Colonial Village for 3 hours. Of the 138 customers that came out with bags, 3 were paper, 8 were reusable (cloth) bags and the rest were plastic. She also stated you would have to get the merchants onboard to change.

Mr. Gerseny suggested that the Recycling Committee look into the issue. Chairman O'Brien stated he will bring it to the next Recycling Committee meeting. Mr. Cass will respond to Mr. Duval's letter as to what we are doing.

Equalization Rate: Mr. Cass stated that the Equalization rate for 2017 is 88.8%. He also stated we are due for a full revaluation in 2019.

Credit Card Resolution:

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Mr. Cass stated that Finance Director, Deb Gallant needs to order credit cards for staff and this form is required. Mr. Traum inquired as to who has credit cards. Mr. Cass replied all the Department Heads have them.

Mr. Traum made a motion to adopt the Credit Card Resolution. Mr. Whitley seconded the motion.

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

### YTD Expenses:

Mr. Cass stated things look good. He noted the following: Assessing has been paid for all pickups, Workers' Compensation and Unemployment have been paid, and Fire Mutual Dispatch is paid. He noted Highway Overtime is at 60%, noting that at this time last year it was 98.8%. He also stated that the EDC has spent money with encumbered funds. Mr. Traum thanked Mr. Cass for the footnotes.

Mr. Cass stated that Revenues are not completed yet.

### TOWN ADMINISTRATOR UPDATES:

Mr. Cass stated that he met with Granite Apollo. They lease land for solar arrays. He will be meeting with them again.

OTHER: None

NON-PUBLIC SESSION: None

Mary Kusturin inquired if the School has a contract with the Town. Mr. Cass stated we have agreements, but no money involved. She suggested maybe a rental agreement for fields would work.

### ADJOURNMENT

There being no further business, motion by Ms. Dunlap and seconded by Mr. Traum, to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant

