



Town of Hopkinton, NH

Office of the Select Board

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SELECT BOARD PUBLIC MEETING MINUTES MONDAY, NOVEMBER 13, 2017 APPROVED NOVEMBER 20, 2017

CALL TO ORDER

Vice Chairman Ken Traum called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, November 13, 2017, in the large meeting room in the Town Hall. Vice Chairman Traum introduced the members of the Board. Police Chief Steve Pecora led those assembled in the Pledge of Allegiance.

Members Present: Jim O'Brien, Chair, (arriving at 5:37 pm), Ken Traum, Vice Chair, Steve Lux, Jr., Bob Gerseny and Sabrina Dunlap.

Staff Present: Neal Cass (Town Administrator), Robin Buchanan (Administrative Assessing Assistant), Deb Gallant (Finance Director), Police Chief Steve Pecora, Fire Chief Jeff Yale, Steve Clough, Superintendent of Environmental Services, and Dan Blanchette, Director of Public Works.

Public Present: Janet Krzyzaniak, Rich Houston, Rob Childs, Deb Norris, and Ginni Haines

ADMINISTRATIVE

Consent Agenda

The Board members reviewed documents for signature and approved (5-0) the Consent Agenda, taking the following action on a motion made by Mr. Lux and seconded by Mr. Gerseny.

CONSENT AGENDA 11-13-17

ACCOUNTS PAYABLE MANIFEST

\$19,215.70

PAYROLL

\$67,308.89

Yield Tax

Careen Cardin Map 208 Lot 99

\$17.72

INTENT TO CUT

Matt Doerfler Map 259 Lot 7.1

Mast Yard State Forest Map 247 Lot 25

VETERAN'S EXEMPTION

Margaret Kulisek

Building Permits

Harmony Energy 77 Eagle Lane Solar

Ashley Corp 999 Maple Street renovations

Revision Energy 318 Dustin Road solar

David & Denise Damour 284 Spring St Residential farming

ABATEMENT

Rich Elliott Map 208 Lot 3-C24 removed camper

\$84.00

The Board reviewed the Select Board Meeting Minutes of Monday, November 6, 2017. Mr. Lux made a motion, seconded by Mr. Gerseny to approve the Public Meeting Minutes of November 6, 2017.

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

BUDGET PRESENTATIONS:

Police Chief Steve Pecora, Police: Police Chief Steve Pecora stated there are no new line items for the 2018 Budget. The Police Department budget is up 6.6% from last year. He stated the overtime line is due to shift changes, noting that if an officer is on a call; he does not leave simply because his shift is over, he must finish the call and the paperwork, incurring overtime. He also stated being a small Police Department; the officers handle a wide variety of duties during their shift.

Mr. Traum inquired if there were adequate resources for the drug issues. Chief Pecora replied, yes, we are working with other agencies instead of court.

Chairman O'Brien stated he hears a lot of good things about the Police Department, even from those that receive tickets.

Police Chief Pecora, Emergency Management: Police Chief Pecora stated this remains the same at \$1.00.

Police Chief Pecora, Animal Control: Chief Pecora noted this budget is level with the 2017 budget. He further stated that our Animal Control Officer is very good at his job. Often times, animal complaints are really neighbor disputes and he handles them well. Discussion ensued, with regards to the Ella Trust, which the Town has received funds for animal control for the last 52 years.

Fire Chief Jeff Yale, Ambulance: Fire Chief Yale stated the Ambulance budget for 2018 is up 10.17% from 2017. Fire Chief Yale noted that training and overtime wages to cover holidays is very expensive. He stated in the past, training/refresher courses were under overtime wages. He has separated it out, so that the true cost of training is shown. He stated that coverage for vacations, sick and maternity leave can be a struggle. He stated the goal is to cross train firefighters to become EMTs for more coverage. Discussion ensued, with regards to ambulance calls and the money received from Warner and Webster. Mr. Cass explained the cost to Warner and Webster is based on an average of calls over a three (3) year period. Fire Chief Yale stated the rest of the Ambulance budget is in line with last year.

Fire Chief Jeff Yale, Fire: Fire Chief Yale stated that Fire Department Budget is 3.3% over 2017's budget. He stated there is an increase in mutual aid, in the equipment maintenance line, heating fuel, equipment/gear maintenance and custodial supplies. Fire Chief Yale also noted an 11.41% decrease in the building systems maintenance line. He further stated pellets and solar at the Fire Station are working great. Discussion ensued, as to what costs are in the equipment maintenance line. Fire Chief Yale also informed the Board that the Fire Department has 3 new call members this year.

Dan Blanchette, Director of Public Works, Public Works Administration: Mr. Blanchette stated Public Works Administration budget is up 2.38% noting an increase in overtime and a slight increase in heating fuel.

Dan Blanchette, Director of Public Works, Streets and Highways: Mr. Blanchette stated that Streets and Highways are up 34.11% from the 2017 budget. He noted a 69.69% increase in the Shimming/Paving line, noting overlay of Sugar Hill and Upper Straw Roads, chip seal on Dustin Road and rebuilding Gage Hill Road. Discussion ensued, with regards to maintaining the roads and the costs to maintain them. Mr. Blanchette noted an increase in the engineering line for culverts, wetland permits and road reconstruction. Discussion ensued, with regard to Tyler Bridge needing repairs and noted Stickney Hill Bridge has been red listed.

Dan Blanchette, Director of Public Works, Building and Grounds: Mr. Blanchette stated there is an increase in the Building and Grounds budget of .61% from the 2017 budget. There are increases in the equipment/maintenance line, equipment leases and contracts. He further stated there is a decrease in the equipment line.

Steve Clough, Superintendent of Environmental Services, Transfer Station: Mr. Clough stated the overall increase in the Transfer Station budget for 2018 is 1.21%. He stated the hours and the staff have not changed and, noted that maintenance repairs are up slightly. Discussion ensued with regards to revenues from demolition. Mr. Clough stated revenues have remained consistent.

Steve Clough, Superintendent of Environmental Services, Solid Waste: Mr. Clough stated this budget is down 12.35% from the 2017 Solid Waste budget. The decrease is in the engineering fees line. Mr. Clough stated since the Community Well went it; testing has decreased. He further stated the Community Well is inexpensive to run and that the Community

Well budget is also down by 12.50%. He stated he has a private back up company for on call services.

Steve Clough, Superintendent of Environmental Services, Sewer: Mr. Clough stated the Sewer budget is up 1.01% over the 2017 budget. Discussion ensued, with regards to a rate increase for sewer, which will be discussed at their next meeting.

Bob Gerseny, EDC: Mr. Gerseny stated that Economic Development budget is down 9.52%. He stated Professional Services and Engineering is up, however, there was a larger decrease in Business Support and Town Promotion. Discussion ensued with regards to engineering studies that EDC is waiting on.

Neal Cass, Executive: Mr. Cass stated there are no changes to this budget.

Neal Cass, Assessing: Mr. Cass stated the Assessing budget is up 4.88% from the 2017 budget. The major driver for the increase is the cloud service for the property records storage.

Neal Cass, Legal: Mr. Cass stated this budget has not changed from last year.

Neal Cass, IT: Mr. Cass informed the Board that this is the same as last year's budget.

Neal Cass, Community Services: Mr. Cass stated that this budget has decreased as the Victim Advocacy Services have been taken over by the County and removed from 2018 budget.

Neal Cass, Patriotic Purposes: Mr. Cass stated there is no change in the amount budget from last year's budget; however, he noted a small increase for the Town Band which was offset by decreasing the flag line item.

Neal Cass, Street Lights: Mr. Cass stated we have eight street lights and there is no change from last year's budget.

Neal Cass, Revenue Overview: Mr. Cass stated that revenues are very consistent. He noted Motor Vehicle; Yield & Land Use Change taxes are up.

Discussion ensued, regarding the Capital Improvement Plan (CIP), including fund balance, and the proposed recreation projects.

Chairman O'Brien stated that the Board will be meeting next week, and should come back with ideas on what could be cut. Chairman O'Brien also thanked Mr. Cass for all his work on the budget.

OTHER BUSINESS:

Mr. Lux stated that the Visitor Center at the Depot is now open.

ADJOURNMENT

There being no further business, motion by Mr. Lux, seconded by Mr. Gerseny to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Robin Buchanan

Administrative Assessing Assistant