



# **Town of Hopkinton, NH**

## **Office of the Select Board**

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### **SELECT BOARD PUBLIC MEETING MINUTES MONDAY, DECEMBER 11, 2017 APPROVED DECEMBER 26, 2017**

#### **CALL TO ORDER**

Chairman Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, December 11, 2017, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board. Neal Cass led those assembled in the Pledge of Allegiance.

**Members Present:** Jim O'Brien, Chair, Ken Traum, Vice Chair, Steve Lux, Jr., and Bob Gerseny  
**Absent:** Sabrina Dunlap

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

**Public Present:** David Dufault and Attorney Jack Crisp

**POINTS OF PRIDE:** Mr. Cass stated the Police Department has received two letters. One letter was a thank you to Officer Simpson. The other was from the Office of Highway Safety presented in recognition of exceptional service, devotion to duty and outstanding contribution to the Office of Highway Safety mission during FFY-2017, in which under grant funded enforcements projects, the Hopkinton Police Department increased its enforcement efforts and deterrent factor substantially along the Route 202 & 9 high priority corridor.

#### **ADMINISTRATIVE**

##### **Consent Agenda**

The Board members 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 Mr. Lux.

##### **CONSENT AGENDA 12-11-17**

##### **ACCOUNTS PAYABLE MANIFEST**

\$2,031,371.23

\$140,404.58

**PAYROLL** \$74,849.09

**BUILDING PERMITS**

Daniel & Rachel Bretzius 748 Jewett Rd Map 257 Lot 44 greenhouse

Ted Austin 369 Crowell Rd Map 259 Lot 3 renovations

Verizon Wireless/TRM 392 Sugar Hill Rd Map 236 Lot 57 co-location antennas

**GIS SERVICES ANNUAL MAINTENANCE AGREEMENT 2 COPIES**

**VETERAN'S CREDIT**

Yverson Alcide Map 227 Lot 27

**LAND USE CHANGE TAX AND WARRANT**

Andrew & Lori Jennison merged .86 acres from Map 223 Lot 1.9 merged to 1.8

\$172.00

Kendall Temper Map 224 Lot 29.2

\$1,188.00

**PETITION AND POLE LICENSE 3 COPIES**

**ABATEMENT**

Hopkinton Retreat LLC

\$8,948.00

Elijah Sproles

\$167.68

**OVERPAYMENT OF TAXES**

Peter Holmes

\$518.00

**TAX COLLECTORS REQUEST FOR OVER PAYMENT OF TAXES**

\$11,547.09

Corelogic Centralized Records \$ 10,873.00

Accurate Title 89.00

Corelogic Centralized Records 35.00

Absolute Title 125.00

Lereta 250.00

Makem, Robert 6.00

Keystone Asset Management 168.59

**Transfer of Funds**

Sewer Fund to General Fund

\$10,821.98

Pay by Bag to General Fund

\$23,681.32

**RIGHT TO BURY (TRANSFER)**

Jon Slusser

The Board reviewed the Select Board Meeting Minutes of Monday, November 20, 2017. Mr. Traum made a motion, seconded by Mr. Lux to approve the Public Meeting Minutes of November 20, 2017. Discussion ensued, regarding which Select Board member requested to change beaver habitat to wildlife habitat. Mr. Traum requested that his amendment to the motion made by Mr. Gerseny regarding the beaver dam, which was not accepted by Mr. Gerseny to be added to the Minutes of November 20, 2017.

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

The Board reviewed the Select Board Meeting Minutes of Monday, November 27, 2017. Mr. Traum made a motion, seconded by Mr. Lux to approve the Pubic Meeting Minutes of November 27, 2017.

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

**OLD BUSINESS: Review of Benson Building Permit**

Attorney Jack Crisp, who is representing Harry Benson, stated he does not understand why the Town is requesting a change of use as this has always been a camp. Mr. Benson is looking to make improvements to the camp.

Mr. Cass stated the issue before the Board is if there is a change in use from a "boathouse/shed" to a residential structure, or is it already residential? Mr. Cass gave a short history of the property, noting that it has been called a shed, a camp and a boathouse. Mr. Cass also noted that currently it is listed as a camp. Discussion ensued, with regards to use and what constitutes a camp. It was also noted that six other properties in the immediate area were required to and obtained variances.

Mr. Traum made a motion to approve to declare the current structure residential. Mr. Lux seconded the motion.

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

David Dufault is in to offer more information on the beaver dam issue that the Select Board voted on in November, 2017. Mr. Dufault would like the Board to reconsider its decision, stating that the Board did not know what they were doing. Chairman O'Brien thanked Mr. Dufault for the information. No further action taken at this time.

**APPOINTMENTS: Public Hearing on Proposed Sewer Rate Increase**

Chairman O'Brien opened the Public Hearing at 6:10 pm. He stated the purpose of the hearing is for public comment with regards to the proposed sewer rate increase. As there was no public present for comment; Chairman O'Brien closed the Public Hearing at 6:11 pm. Mr. Traum made a motion to increase the minimum sewer charge per six month period, from \$120 to \$130, to become effective on the April 2018 billing and to increase the gallon rate from \$.0065 per gallon

to \$.0067 per gallon to become effective on the April 2018 billing period. Mr. Lux seconded the motion.

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

#### **TOWN ADMINISTRATOR UPDATES:**

##### **Updates on Transfer Station Capital Expenditure Allocation**

Mr. Cass stated he has heard from the Webster Board and they have voted to approve the payment for their portion of the loader purchase for the Transfer Station.

**Update on Presentation to the Budget Committee:** Mr. Traum stated he presented the Town Budget to the Budget Committee on Wednesday, December 6, 2017. He stated all went well. Mr. Traum stated the only inquiry was regarding the savings on solar vs. electric at the Fire Station. Mr. Cass will get that information.

Due to a previous commitment, Mr. Lux left the meeting at 6:15 pm.

#### **NEW BUSINESS:**

**Primex CAP:** Mr. Cass stated we have locked the rate for 2020-2022 at 7%.

Mr. Traum made the following motion: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Property & Liability Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Property & Liability Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be then set forth in the Coverage Documents of Primex. Mr. Gerseny seconded the motion.

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

**YTD Financials:** Mr. Cass stated there is nothing new to report.

**OTHER:** Mr. Cass stated the shredding truck will be here on Thursday, December 14, 2017 to pick up any boxes of materials to be shredded.

Mr. Cass noted that the next meeting will be Tuesday, December 26, 2017; it will mostly be to sign documents.

Mr. Traum announced the Senior Luncheon will be held on Saturday, December 16, 2017 at the Slusser Center beginning at noon.

#### **ADJOURNMENT**

There being no further business, motion by Mr. Traum, seconded by Mr. O'Brien to adjourn the meeting. Vote 3-0 in favor of the motion. The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant