



# **Town of Hopkinton, NH**

## **Office of the Select Board**

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### **SELECT BOARD PUBLIC MEETING MINUTES TUESDAY, SEPTEMBER 5, 2017 Approved September 18, 2017**

#### **CALL TO ORDER**

Chairman Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Tuesday, September 5, 2017, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board. Steve Lux, Jr. led those assembled in the Pledge of Allegiance.

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

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

**Public Present:** Janice Hale, Mary Leadbeater, Skate Murdough, Dan Meserve, Athletic Director, and members of the Contoocook Riverway Association.

**POINTS OF PRIDE:** Mr. Cass wanted to acknowledge all the work that both Police Chief Pecora and Fire Chief Jeff Yale put in prior, during and after the Hopkinton State Fair.

Mr. Cass also wanted to thank Karen Robertson and Deb Gallant for stepping up while Robin Buchanan was away on vacation.

Mr. Traum stated that the Staff Appreciation luncheon went well.

#### **ADMINISTRATIVE**

##### **Consent Agenda**

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

**CONSENT AGENDA 09-05-17**

**ACCOUNTS PAYABLE MANIFEST**

\$1,323,938.22

	\$320,183.23
	\$1,472.34
<b>PAYROLL</b>	\$ 70,121.67
Police Payroll Hopkinton Fair	\$29,963.43
Fire Department Payroll Hopkinton Fair	\$15,346.61
 <b>TRANSFER OF FUNDS</b>	
Sewer Fund Account to General Fund	\$8,931.38
 <b>TRANSFER OF FUNDS (SPECIAL REVENUE FUND ACCOUNTS) \$6,623.19</b>	
Kimball Cabins to General Fund	\$373.04
Human Services Donations	\$4,503.96
HOP FD Auxiliary	\$357.25
Fire Dept. Donations	\$1,388.94
 <b>TRANSFER OF FUNDS (SPECIAL REVENUE FUND ACCOUNTS) \$200.00</b>	
Slusser Center Rental Expense-Deposits	\$200.00
 <b>PAYMENT FROM CAPITAL RESERVE FUND ACCOUNTS</b>	
Transfer Station Capital Reserve Fund	\$94,083.00
Fire Dept. Vehicle/Equip Capital Reserve Fund	\$3,661.14
PW/Hwy Vehicles-Spreader Capital Reserve Fund	\$18,935.31
 <b>PAYMENT FROM EXPENDABLE TRUST FUND ACCOUNTS</b>	
Recreation Facilities Trust Fund	\$1,038.00
 <b>TRANSFER OF FUNDS</b>	
Recreation Revolving Fund to General Fund	\$38,525.18
 <b>VETERAN'S CREDIT</b>	
Niall Campbell Map 217 Lot 26	
Eugene Buckley Map 218 Lot 39	
 <b>BUILDING PERMITS</b>	
James Dionne 84 Main St, Map 106 Lot 51 deck	
Jonathan Duquette 896 Main Street Map 101 Lot 76 food vendor	
Warren Andrews 1280 Hopkinton Rd Map 258 Lot 2 Addition	
Robert Bethel 116 Pamela Dr Map 243 Lot 31 shed	
Hopkinton Republic Committee Temporary Sign	
Merrimack County 4H Swine Club - Raffle Permit	
Rockingham County 4H Goat Club - Raffle Permit	

Chairman O'Brien stated there is one item not listed on the Consent Agenda. It is a building permit for Steve Lux, Jr. for the construction of a deck. Chairman O'Brien called for a vote.

**VOTE:** O'Brien, Traum, Gerseny and Dunlap voting in favor of the permit; no votes against, Mr. Lux abstained. MOTION APPROVED 4-0-1.

The Board reviewed the Select Board Meeting Minutes of Monday, August 21, 2017. Mr. Traum made a motion, seconded by Mr. Lux to approve the Public Meeting Minutes of August 21, 2017. Mr. Lux stated that in the section of Unanticipated Funds Spring Street was listed and it should be Cedar St. Chair O'Brien called for a vote.

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

#### **APPOINTMENTS:**

The first appointment was not present at 5:30 pm, so Chairman O'Brien moved to "Old Business" while waiting for the first appointment.

#### **OLD BUSINESS: Hearing for 10 year Highway Plan-GACIT**

Mr. Gerseny stated that representatives from the Hopkinton's Economic Development Committee and representatives for Henniker, NH will be attending the October 4, 2017 meeting and will give a presentation. Mr. Gerseny stated they will most likely be at the second meeting on October 26, 2017 and will give the presentation a second time.

**Capital Project Allocation:** Mr. Cass drafted a letter to the Town of Webster, with regards to capital project allocation and requesting a meeting. The Board looked over the letter. Mr. Lux made a motion to approve the letter to the Town of Webster with regards to the capital project allocation for the Transfer Station. Mr. Traum seconded the motion.

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

**Acceptance of 2016 Financial Audit:** Mr. Cass stated the Budget Committee will be receiving copies. Mr. Traum made a motion to accept the 2016 Financial Audit as presented. Mr. Lux seconded the motion.

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

#### **APPOINTMENTS (CONTINUED):**

**George Park Committee Report:** Paula Simpkins, Recreation Director, introduced the members of the Committee, Mary Leadbeater, Skate Murdough, and Dan Meserve, Athletic

Director. She noted Greg Roberts, Superintendent of Buildings and Grounds was unable to attend tonight.

Mrs. Simpkins went through a Powerpoint presentation. The committee looked at each section of George Park, noting the current use and which organizations and school teams use that area, where there is need for improvement or repair and future use. (Copies of the powerpoint presentation are available at the Town Hall). Chairman O'Brien inquired if estimates for any of the proposed needs and wants were available. Mrs. Simpkins stated that they have estimates for the bathrooms and will get them to the Board. A discussion ensued, with regards to the drainage issues which are on the school's property and will need to be fixed. A discussion ensued, with regards to the school pitching in and paying for improvements, as the school is the driver for the fields. The Board will put this on a future agenda for more discussion.

**Riverway Association re: Building move proposal:**

Members of the Riverway Association were back with the information that the Select Board had asked them to obtain, as a result of the last meeting. With regards to TDS, it is reported that TDS does not plan to do the work until Spring of 2018. Mr. Lux, a member of the Riverway Association recused himself, so that he could give the presentation for the Riverway Association. Discussion ensued, with regards to building size, location, other possible locations, if the building could be donated to the Town, parking spaces and snow removal, as well as the width and location of the right of way. The Riverway Association will stake out the location of the building and the Board will go out there during their next meeting, to see how it will fit.

**NEW BUSINESS: Area in the 79E District:** In 2008, the Town adopted RSA 79-E, Community Revitalization Tax Relief Incentive. Discussion ensued about the need to set a defined area. Mr. Gerseny stated that the Economic Development will look into this.

**Speed Ordinance:** Mr. Cass stated that a Public Hearing needs to be scheduled to adopt the Speed Ordinance. Discussion ensued with regards to speeds in certain areas. A Public Hearing will be scheduled for their next meeting.

**2018 Holiday Schedule:** Mr. Lux made a motion to approve the 2018 Holiday Schedule as written. Ms. Dunlap seconded the motion.

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

**2018 Select Board Meeting Schedule:** Mr. Lux made a motion to approve the 2018 Holiday Schedule as written. Ms. Dunlap seconded the motion.

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

**TOWN ADMINISTRATOR UPDATES:** Mr. Cass stated that the Joint School Board Select Board meeting will be held on Monday, October 16, 2017.

Mr. Cass stated he received a complaint from a resident about the selling of the Confederate Flag at the Hopkinton Fair.

Mr. Cass informed the Board he will be meeting with Tom Walton, regarding the public access to the river behind TD Bank.

Chairman O'Brien inquired if we had a fireworks ordinance, as he received a complaint about fireworks going off in the early morning hours. Mr. Cass will e-mail him a copy of the ordinance.

**PUBLIC FORUM:** There were no comments.

**OTHER:** The Select Board has received an e-mail from Rebecca Whitley, with regards to the gun range. Mr. Gerseny made a motion to update the letter that was originally sent to the Warner ZBA in advance of their meeting, to determine if the gun range has regional impact. Ms. Dunlap seconded the motion.

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

## **ADJOURNMENT**

There being no further business, motion by Mr. Traum, seconded by Mr. Lux to adjourn the meeting. Voted 5-0 in favor of the motion. The meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Robin Buchanan, Administrative Assessing Assistant