



# Town of Hopkinton

## Office of Select Board

330 Main Street, Hopkinton NH 03229-2627 - (603) 746-3170 - [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov)

**SELECT BOARD  
PUBLIC MEETING MINUTES  
Monday, June 20, 2022  
Approved**

### CALL TO ORDER:

Chair Dunlap called this meeting of the Select Board to order at 5:30 p.m. on Monday, June 20, 2022. With the meeting being held at Town Hall, Chair Dunlap introduced the members of the Board.

### Select Board

**Members Present:** Sabrina Dunlap; Ken Traum; Jeffrey Donohoe; Steven Whitley; and Thomas Lipoma

**Staff Present:** Kelly Henley, Finance Director, and Cara Johnson, Administrative/Assessing Assistant

**Public Present:** Jesse Morrill; Kirk Morrill; Bonnie Christie; Scott Clay; John Gayton, via Zoom; and Katherine Mitchell

### POINTS OF PRIDE:

Chair Dunlap noted that, although the Town Offices were open, today marked the federally observed day of the Juneteenth holiday.

Mr. Traum congratulated the high school seniors on their recent graduation and the high school girls lacrosse team on their state championship earlier this month. He also commended the Friends of the Hopkinton Town Library on their successful book sale.

### ADMINISTRATIVE:

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

#### TOWN OF HOPKINTON - SELECT BOARD

#### CONSENT AGENDA

JUNE 20, 2022

<u>ITEM</u>	<u>DATE</u>	<u>ACTION</u>	<u>COMMENT</u>
<b>AP MANIFEST</b>			
AP MANIFEST DATED 6/20/2022	6/20/2022	APPROVE	\$15,816.78
<b>PAYROLL</b>			
EMPLOYEE PAYROLL	6/20/2022	APPROVE	\$95,450.67
DIRECT DEPOSIT: \$91,212.76			
CHECKS: \$4,237.91			

<b>ABATEMENT REQUEST RECOMMENDATIONS FROM ASSESSOR</b>			
101-016-000 - 44 CEDAR ST - O'ROURKE & GREENBLATT	6/20/2022	DENY	
101-024/025-000 & 102-096-000 - RIVERSIDE DR/28 & 112 RIVERSIDE DR - AUS LLC	6/20/2022	DENY	
222-061-002 - HOPKINTON FAIRGROUNDS - GAUCHER	6/20/2022	DENY	
208-024-000 - PINE ST - SCHOCH	6/20/2022	APPROVE	
221-039-000 - 686 PINE ST - BICKFORD/DREIBHOLZ	6/20/2022	APPROVE	
208-098-001 - 915 PINE ST - GAMSBY	6/20/2022	APPROVE	
221-121-000 - 32 PINWOOD DR - RECORD	6/20/2022	APPROVE	
<b>APPROVAL OF ABATEMENT</b>			
999-004-000 - PSNH - TOWNWIDE (FINAL)	6/20/2022	APPROVE	\$59,001.85
<b>INTENT TO CUT</b>			
249-005-000 - 745 BRIAR HILL RD - VIKING TRUST	6/20/2022	APPROVE	
<b>RIGHT TO BURY</b>			
#1182 - STUMPFIELD 115/3 & 4 - LEWIS	6/20/2022	APPROVE	
#1183 - OLD HOPKINTON F/67-70 - MADDEN	6/20/2022	APPROVE	
#1184 - CONTOOCOOK F/284/3 - CONNELLY	6/20/2022	APPROVE	
<b>OTHER</b>			
PERSONNEL ACTION FORM - NEW HIRE - FT - DANIEL COTTER	6/20/2022	APPROVE	
PERSONNEL ACTION FORM - NEW HIRE - FT - DANIEL COUTURE	6/20/2022	APPROVE	
PERSONNEL ACTION FORM - RE-HIRE - PT TEMP SEASONAL - RYAN GRAHAM	6/20/2022	APPROVE	
APPOINTMENT TO OFFICE - EDC - IAN HART	6/20/2022	APPROVE	
PLASTIC POLLUTION REDUCTION MONTH PROCLAMATION	6/20/2022	APPROVE	

**VOTE:** Dunlap, Traum, Donohoe, Whitley, and Lipoma voting in favor of the motion, no votes against; **MOTION PASSED 5-0.**

The Board reviewed the Public Meeting Minutes of Monday, June 6, 2022. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Public Meeting Minutes of June 6, 2022.

**VOTE:** Dunlap, Traum, Donohoe, Whitley, and Lipoma voting in favor of the motion, no votes against; **MOTION PASSED 5-0.**

The Board noted they would review and vote on the Nonpublic Meeting Minutes of Monday, June 6, 2022, at their next meeting.

#### **PUBLIC APPOINTMENTS:**

I. Regarding the year-to-date expenses, Kelly Henley, Finance Director, shared that everything looks good, with expenditures at 41% through the month of May. Mr. Traum inquired about a possible second round of American Rescue Plan Act (ARPA) funds that may be available, and Ms. Henley noted she would like into this possible opportunity. She added that she was looking forward to

providing a revenue report and a report of the June expenses in the near future. With no further questions or comments, Ms. Henley and Select Board exchanged thanks.

II. As owners of a local trash hauling business, Kirk and Jesse Morrill were presenting information to help people understand how the Town's pay-by-bag ordinance impacts their business. They noted that they hope there might be a variance added to the ordinance, highlighting that they have customers who do not want to pay for green bags and pay for the hauling service provided by the Morrills' company. Additionally, businesses, those with dumpsters, and Webster customers are not required to use the green bags. Mrs. Morrill noted that customers are billed quarterly, with Hopkinton residents who use the green bags paying \$75.00 per quarter and customers in Webster paying \$109.00 per quarter. She added that customers in both towns average four to five bags per week. Mr. Morrill also noted that their company pays about \$50,000.00 to \$60,000.00 a year in tipping fees but that they would be willing to pay additional tipping fees to simplify the process for their customers and their business. Discussion ensued among Mr. and Mrs. Morrill and the Board members, with Mr. Morrill adding that they would be happy to provide any additional information needed. Mr. Lipoma offered to do some research on the topic for discussion at a future meeting. With no further questions or comments, Mr. and Mrs. Morrill and the Select Board exchanged thanks.

#### **OLD BUSINESS:**

I. With regard to Bonnie Christie's previous proposal that the Select Board officially proclaim July as a month for Hopkinton residents to be aware of and make a conscious effort to reduce plastic use and pollution, the Board worked through and discussed the draft Ms. Christie presented, which was based on the proclamation of the Town of Dover. After editing the draft for Hopkinton's proposal, Mr. Donohoe made a motion, seconded by Mr. Whitley, to support the revised draft of the proposal.

**VOTE:** Dunlap, Traum, Donohoe, Whitley, and Lipoma voting in favor of the motion, no votes against; **MOTION PASSED 5-0.**

II. The Board reviewed the proposed Human Services Committee charge, which was recently updated by the Committee. There being no questions or discussion, Mr. Traum made a motion, seconded by Mr. Whitley, to accept the draft of the charge.

**VOTE:** Dunlap, Traum, Donohoe, Whitley, and Lipoma voting in favor of the motion, no votes against; **MOTION PASSED 5-0.**

III. Regarding the charge to the Class VI Roads Committee, which was provided by Mr. Lipoma, the Board discussed the details, highlighting the importance of making every effort to structure the Committee so the needs of the whole community are addressed. The diverse Committee will consist of five members: one from the Select Board; one from the Conservation Commission; one from the Trails Committee; and two from the Planning Board. The primary duties of the Class VI Roads Committee will be to identify a list of criteria to evaluate the usefulness of Class VI roads and Class A trails; to identify all the existing Class VI roads in Hopkinton and evaluate their condition and existing use; and to review, discuss, and make recommendations regarding potential reclassification of each Class VI road. Mr. Traum asked what the timeframe would be for this project and Mr. Lipoma said the goal would be to have the report from the Committee by the end of this October. With no further questions or comments, Mr. Donohoe made a motion, seconded by Mr. Traum, to adopt this charge to the Class VI Roads Committee.

**VOTE:** Dunlap, Traum, Donohoe, Whitley, and Lipoma voting in favor of the motion, no votes against; **MOTION PASSED 5-0.**

IV. Regarding the acceptance of the Blackford Land Bid, it was noted that the highest bid, at \$110,000.00, came from Samuel Garland and Caitlin McCurdy. Mr. Lipoma made a motion, seconded by Mr. Traum, to accept the Garland/McCurdy bid.

**VOTE:** Dunlap, Traum, Donohoe, Whitley, and Lipoma voting in favor of the motion, no votes against; **MOTION PASSED 5-0.**

**PUBLIC FORUM:**

Bonnie Christie, of 302 Smithfield Road, commented that the green bag ordinance is complicated and she worries about making changes to it.

John Gayton, of 135 Amesbury Road, via Zoom, commended the staff of the Hopkinton Transfer Station, noting the outstanding job they do. He added that, although he is sympathetic to the supporters of the green bag ordinance, he feels the bag quality is not good, and pointed out that he feels recycling can be challenging. Mr. Gayton also noted that he knows people enjoy Class VI roads and expressed his concern that Hopkinton residents should have a say in any changes to road reclassification. The Board highlighted that there will be opportunities for public input and any policy on Class VI roads will not be written any time soon.

Katherine Mitchell, of 1677 Bound Tree Road, asked if email sent to the Select Board is made available to the public, and Chair Dunlap responded that she believes such email may be available, but this is a question best answered by Mr. Cass, Town Administrator. Ms. Mitchell went on to express her concern that the Select Board favors more development in Hopkinton. Mr. Lipoma pointed out that a primary goal of the Class VI Roads Committee is to assess individual roads and make unbiased information publicly available. Chair Dunlap added that addressing conservation options is one of the purposes of forming a committee and creating a policy. After it was noted that decision regarding reclassification of any Class VI road as a Class A trail would be made at a Town Meeting, Ms. Mitchell asked if a Class VI road policy would be voted on at Town Meeting, as well. Mr. Lipoma replied that decisions on policy acceptance are made by the Select Board, not at Town Meeting.

Kirk Morrill, of 46 Buzwell Corner Road, asked what would happen to existing homes on Class VI roads if any of those roads are eventually closed, and members of the Select Board replied that those homes would be grandfathered in, so there would still be access.

Scott Clay, of 1677 Bound Tree Road, asked why the Town required a liability waiver be signed by a property owner seeking a building permit for property on a Class VI road, if the Police and Fire Departments signed off on the pursuit of a building permit prior to the waiver. Chair Dunlap pointed out that it is a legal requirement and Mr. Lipoma added that if emergency services were needed, but service providers were unable to get to the home due to road conditions, the Town would be released of any liability or responsibility.

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

Ms. Dunlap 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.

**ROLL CALL VOTE:**

Sabrina Dunlap	Yes
Ken Traum	Yes
Jeffrey Donohoe	Yes
Thomas Lipoma	Yes

**MOTION PASSED 4-0.**

The Board went into nonpublic session, as recorded separately, at 7:06 p.m. The Board returned to public session at 7:18 p.m.

These minutes were not sealed.

**ADJOURNMENT**

There being no further business, Mr. Donohoe moved that the meeting be adjourned. Mr. Traum seconded the motion. All members voted in favor and the meeting was declared adjourned at 7:18 p.m.

Respectfully submitted,

Cara Johnson  
Administrative/Assessing Assistant