



Town of Hopkinton

Office of Select Board

330 Main Street, Hopkinton NH 03229-2627 - (603) 746-3170 - www.hopkinton-nh.gov

**SELECT BOARD
PUBLIC MEETING MINUTES
Monday, May 9, 2022
Approved**

CALL TO ORDER:

Mr. Traum called this meeting of the Select Board to order at 5:30 p.m. on Monday, May 9, 2022. With the meeting being held at Town Hall, Mr. Traum introduced the members of the Board.

Select Board

Members Present: Ken Traum; Jeffrey Donohoe; Steven Whitley; Thomas Lipoma; and Sabrina Dunlap, via Zoom

Staff Present: Cara Johnson, Administrative/Assessing Assistant; Thomas J. Hennessey, Chief of Police; Csaba Molnar, Police Officer

Public Present: Louise Carr; Bonnie Christie; and a resident of South Road (name unclear)

Before proceeding, a motion was made by Mr. Traum, and seconded by Mr. Whitley, to allow Chair Dunlap to join the meeting remotely; this was followed by the Pledge of Allegiance.

ROLL CALL VOTE:

Ken Traum	Yes
Jeffrey Donohoe	Yes
Steven Whitley	Yes
Thomas Lipoma	Yes

MOTION PASSED 4-0.

POINTS OF PRIDE:

With Police Chief Hennessey and the personnel of the Hopkinton Police Department present, Mr. Traum expressed appreciation to the officers who have all stepped up to cover the shifts while the Police Department has been short staffed. He added thanks to the Department of Public Works and all the departments who have been putting in extra work to keep everything operating well while not fully staffed.

ADMINISTRATIVE:

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

**TOWN OF HOPKINTON - SELECT BOARD
CONSENT AGENDA
MAY 9, 2022**

<u>ITEM</u>	<u>DATE</u>	<u>ACTION</u>	<u>COMMENT</u>
AP MANIFEST			
AP MANIFEST DATED - 5/9/2022 - CH #S 70633-70657	5/9/2022	APPROVE	\$80,522.53

POSITION APPOINTMENT			
APPOINTMENT TO HPD PATROL OFFICER - CSABA MOLNAR (TWO CERTS)	5/9/2022	APPROVE	
APPROVAL OF ABATEMENTS			
240-041-588 - AT & T	5/9/2022	APPROVE	\$20.17
258-040-002 - CARDIN FINANCIAL LLC	5/9/2022	APPROVE	\$20.20
233-004-000 - CONGORAN FAMILY TRUST OF 2014	5/9/2022	APPROVE	\$20.13
105-051-000 - HOPKINTON SEVENTEEN NINETY LLC	5/9/2022	APPROVE	\$31.86
208-003-0F1 - HOVERMAN, KRISTIE	5/9/2022	APPROVE	\$20.19
208-003-D18 - LOVELACE, LEE ANN	5/9/2022	APPROVE	\$20.13
245-071-000 - VOGEL, KENNETH	5/9/2022	APPROVE	\$20.19
104-069-000 - ZAFFERS, JILL	5/9/2022	APPROVE	\$20.07
INTENT TO CUT			
240-051-000/001 - GOULD HILL RD - OP #22-227-03-T - BRAYSHAW	5/9/2022	APPROVE	
BARN PRESERVATION EASEMENT			
101-065-000 - ABATEMENT EVALUATION - 98 PARK AVE - DURFEE	5/9/2022	APPROVE	
101-065-000 - ABATEMENT APPLICATION - 98 PARK AVE - DURFEE	5/9/2022	APPROVE	
DISABLED EXEMPTION APPLICATION			
222-084-000 - 14 WINTER DR - CASE	5/9/2022	APPROVE	\$100,000.00
SOLAR EXEMPTION APPLICATION			
209-041-000 - 68 BROOKWOOD LN - DEPIANO	5/9/2022	APPROVE	\$10,000.00
RIGHT TO BURY			
EXCH #1179 FOR #1054 (FROM 2006) - FRIBERG - OLD HOPKINTON GN-1-3 & 4	5/9/2022	APPROVE	
OTHER			
PERSONNEL ACTION FORM - NEW HIRE - TEMP SEASONAL - LOREN CHARRON	5/9/2022	APPROVE	
PERSONNEL ACTION FORM - NEW HIRE - TEMP SEASONAL - GRACE HALL	5/9/2022	APPROVE	
PERSONNEL ACTION FORM - NEW HIRE - TEMP SEASONAL - EMMA HALL	5/9/2022	APPROVE	
PERSONNEL ACTION FORM - NEW HIRE - TEMP SEASONAL - OWEN O'BRIEN	5/9/2022	APPROVE	
PERSONNEL ACTION FORM - NEW HIRE - TEMP SEASONAL CAILEY STOCKWELL	5/9/2022	APPROVE	
PERSONNEL ACTION FORM - RESIGNATION - ASST TC/TC - PATRICIA LAPREE	5/9/2022	APPROVE	

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board reviewed the Public Meeting Minutes of Monday, April 25, 2022. Mr. Donohoe made a motion, seconded by Mr. Lipoma, to approve the Public Meeting Minutes of April 25, 2022.

ROLL CALL VOTE:

Sabrina Dunlap	Yes
Ken Traum	Yes
Jeffrey Donohoe	Yes

Steven Whitley	Yes
Thomas Lipoma	Yes

MOTION PASSED 5-0.

Regarding the Nonpublic Meeting Minutes of Monday, April 25, 2022, the Board decided to delay approval until the next scheduled Select Board meeting.

PUBLIC APPOINTMENTS:

Prior to the swearing-in ceremony, Chief Hennessey introduced Officer Molnar, noting that he is coming to Hopkinton from the New York Police Department and how fortunate the Town is to have him joining the Police Department. After Officer Molnar was sworn in by Mr. Traum, everyone present applauded, and Officer Molnar, Chief Hennessey, and the Select Board exchanged thanks.

OLD BUSINESS:

- I. With the Houston Barn Requests for Proposals (RFPs) due at the end of this week, the Board discussed who should be part of the review process. Suggestions included members of the Houston Barn Study Committee, a representative of the Department of Public Works, Mr. Cass, and a representative of the Recreation Department. Louise Carr, Chair of the former Houston Barn Study Committee, noted that there are currently four members of the former committee who are interested in participating on the review panel. Discussion continued among the Board and Ms. Carr, and it was decided that the panel should consist of the four members of the former Houston Barn Study Committee; Chair Dunlap, as a representative of the Select Board; and a representative of the Department of Public Works.
- II. Although Mr. Traum noted that the deed for the Blackford land donation has not yet been received, he was told the attorney is working on it. There was some discussion regarding how long it is taking to get the deed, but Chair Dunlap reminded everyone that the land is a donation. She added that the land donation will be discussed at the next Open Space Committee meeting on June 9.

NEW BUSINESS:

- I. Regarding the year-to-date financial update, Mr. Traum noted that everything looks reasonably in-line with how it should for this point in the year. There was a brief mention of Payment In Lieu of Taxes (PILOT) payments, but Mr. Traum noted he would speak with Mr. Cass.
- II. In discussing the petition that was submitted this week to “lay out” Old South Road, Mr. Traum pointed out that the next step is to refer it to Town Counsel. Discussion ensued among Board members, regarding the steps involved in the process, and it was noted that there should be input from the Department of Public Works, the Fire Department, and the Planning Board. Mr. Whitley said there would need to be a Public Hearing scheduled, with at least 30 days’ notice.

Bonnie Christie, of 302 Smithfield Road, asked if the petition process had begun, and Mr. Whitley replied that the petition had been submitted to the Select Board.

A resident of South Road (whose name was unclear) asked why someone would need to “lay out” a road that exists, and Mr. Whitley explained that this portion of the road is Class VI, and that “lay out” is old vernacular.

There being no further questions or comments, the Board confirmed that they would be taking the steps to schedule a Public Hearing.

TOWN ADMINISTRATOR UPDATES:

Mr. Cass had prepared his updates prior to the meeting, so Mr. Traum shared the updates on multiple subjects. Mr. Traum noted that Mr. Cass had submitted the required yearly ARPA report in advance of the April 30 deadline. Regarding the Tyler Bridge work, he noted that it has been advertised, with bids due by the end of May. He added that the engineer estimated a cost of \$700,000, and with a little over \$800,000 left of the bond, as long as the estimate is close, we will be in good shape; the bids will give a clear idea of the cost. With the vacancy in the Finance Director position, Mr. Cass noted that there were five candidates interviewed, and he hoped to have a recommendation early in the week, in order to move ahead as quickly as possible. Mr. Traum asked the other Board members if they would like to give Mr. Cass the ability to call a special meeting to discuss the candidate recommendation, but the Board agreed that, in the interest of time, they would trust the decision made by Mr. Cass and Joel Moyer, Town Treasurer, who shared the interview process with Mr. Cass. In other staffing notes, two full-time positions with the Highway Department have been re-advertised; there are candidates for the three open positions with the Police Department; and the open Assistant Town Clerk/Tax Collector position is in limbo. The Board added that at a future meeting, there must be a decision made on the staffing situation in the Town Clerk/Tax Collector's Office. Regarding the Senecal/Greenwood request to build a home on the Class VI portion of Bound Tree Road, it was noted that the Planning Board will be discussing this request at their meeting on June 14. Regarding Ron Klemarczyk's interest in pursuing a timber cut on the Henniker side of Town owned land, near the Dunkin' on Route 9/202, it was noted that Mr. Klemarczyk has not provided information yet. Additionally, Dan Blanchette, Director of the Department of Public Works, reviewed the land and does not believe there is enough gravel to use the land as a gravel pit. Mr. Cass noted that if there is a timber cut, the proceeds should go the General Fund, not the Conservation Fund, as this is not conservation land, and the Board agreed.

OTHER:

Mr. Traum asked Mr. Whitley if the Town has the authority to put up no littering/fine for littering signs on State roads, and Mr. Whitley replied that the Town probably does not have such authority.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:08 p.m.

Respectfully submitted,

Cara Johnson
Administrative/Assessing Assistant