



Town of Hopkinton, NH

Office of the Select Board

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SELECT BOARD PUBLIC MEETING MINUTES TUESDAY, FEBRUARY 19, 2019 Approved March 4, 2019

CALL TO ORDER

Chairman Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Tuesday, February 19, 2019, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board.

Members Present: Jim O'Brien, Chair; Ken Traum, Vice-Chair and Steven Whitley.
Absent: Sara Persechino and Sabrina Dunlap

Staff Present: Neal Cass, Town Administrator and Robin Buchanan, Administrative Assessing Assistant

Public Present: Joyce Bossie

Jim O'Brien led those in attendance in the Pledge of Allegiance.

POINTS OF PRIDE

Mr. Cass stated that last week an elderly resident contacted Robin Buchanan. The resident needed a plumber, but she could only remember the plumber's first name and that he had resided in Hopkinton. With the help of Karen Robertson, Robin was able to identify the plumber and forward the information to the elderly resident.

Mr. Cass also noted a resident residing at River Grant, was having issues with her resident fire alarm. She stopped at the Fire Station looking for help and Fire Chief Jeff Yale went to her home and it was discovered that the fire alarm needed to be replaced.

Mr. Traum stated that he had travelled to Henniker shortly after last week's storm and noted that the back roads in Henniker were not in as good a shape as the back roads in Hopkinton. He thanked the Highway Department for the great job they do on the roads.

Mr. Traum also noted that he attended Cookies with Cass and that Mr. Cass did a great job.

ADMINISTRATIVE

The Board reviewed documents for signature and approved (3-0) the consent Agenda, taking the following action on a motion by Mr. Traum and seconded by Mr. Whitley.

CONSENT AGENDA February 19, 2019

ACCOUNTS PAYABLE MANIFEST \$31,231.97

PAYROLL MAINIFEST \$73,310.35

BUILDING PERMITS

Ryan Van Hoff 12.24W solar array 1128 South Rd
 Jeff Dearborn 2'x4' Free standing sign for Christmas Tree Farm
 Contoocook Methodist Church temporary sign
 Joel Moyer 85 Penacook Rd 6.5 KW Roof mounted solar array

INTENT TO CUT

Bohanan Trust Map 242 Lot 15

PAF

Fire Department new hire p/t

PA-42

Brenda Bailey Map 227 Lot 6
 Keith Flenniken Map 227 Lot 43
 Roberts Family Trust Map 227 Lot 41
 Lisa Thorne Map 227 Lot 40

Contract with Sanders Searches, LLC**Solar Exemption**

Marc Jalbert Map 243 Lot 21

Abatement

Theresa Pearson Map 260 Lot 4 \$2,384.35

Thank you letters

Bonnie Cressy
 Nancy Remick

The Board reviewed the Select Board Meeting Minutes of Monday, February 11, 2019. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Public Meeting Minutes of February 11, 2019.

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

The Board reviewed the Non-Public Select Board Meeting Minutes of February 11, 2019, Sessions I, II, and III. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Non Public Meeting Minutes of February 11, 2019, Sessions I, II, and III.

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

APPOINTMENTS:

OLD BUSINESS:

NEW BUSINESS:

Executory Easement on Houston Land: Mr. Cass stated Rob Knight, representing Five Rivers Conservation wanted to know if the Town would like to be the executory interest holder for an easement on the Houston property. The executory interest holder ensures that the Grantee is fulfilling its responsibilities as an easement holder and if the Grantee ceases to exist, the executory interest holder becomes the Grantee. Mr. Whitley noted there is not much of a downside to the easement. All Board Members present were in favor of the easement. Five Rivers will work up the language and get back to the Select Board.

Contoocook Village Precinct Expansion Request: Mr. Cass stated that the Precinct wants to add additional property and it requires Select Board approval. It will then be presented at the Precinct's Annual Meeting for a vote.

Mr. Whitley made a motion; seconded by Mr. Traum to approve the Expansion Request from the Contoocook Village Precinct.

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

79-E Request: Mr. Cass stated that we have received the 79-E request from the new owners of the Cracker Barrel. Discussion ensued, regarding criteria that needs to be met. The Board asked Mr. Cass to send a request for more information. It was noted that a public hearing will have to be held.

Equalization Report: Mr. Cass stated that we have received the Equalization Report from DRA. The equalization ratio is now 85.2%. He noted that currently land is over-assessed, and homes are under-assessed, however, 2019 is a revaluation year and the issue will be corrected.

Appointment of a Town Treasurer effective March 1, 2019: Chairman O'Brien stated that we have received a letter of resignation from our current Treasurer. The Board will need to appoint someone for a one year term. Mr. Whitley stated that Mr. Cass had inquired if the Board knew of anyone that would like to serve. Mr. Whitley stated that he recommended someone, who has had a conversation with Mr. Cass with regards to the duties of the position. Mr. Whitley further stated that he has know this individual for 7 to 8 years socially, but not professionally. Mr. Cass stated the individual has some experience in the field. Mr. Whitley stated that the individual may come in at 6:00 pm.

TOWN ADMINISTRATOR UPDATES:

Mr. Cass stated that MTAG will be meeting this Thursday.

Mr. Cass stated that the new cleaning company began last week, noting that things at the Town Hall looked good.

Mr. Cass stated that the 2018 Town Report went to the printers, and it is on the website under Town Meeting Information.

Mr. Whitley inquired if we had heard anything from Granite Apollo. Mr. Cass replied nothing yet.

PUBLIC FORUM

OTHER

Mr. Whitley made a motion, seconded by Mr. Traum to appoint Kevin Davis to the position of Treasurer for a term of one year.

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

NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (c) Reputation

Mr. Traum moved to go into a non-public session to discuss an issue which could affect the reputation of someone other than a Board member under the provisions of Nonpublic Session RSA 91-A: 3 II (c). Mr. Whitley seconded the motion.

VOTE: Select Board Members O'Brien, Traum, and Whitley voted in favor, and the Chair declared the motion to have carried unanimously (3-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 6:02 p.m. The Board returned to public session at 6:32 p.m.

Vote to seal nonpublic minutes:

Mr. Traum moved to seal the minutes of the just completed nonpublic session because it was determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this Board. Mr. Whitley seconded the motion.

VOTE: Select Board Members O'Brien, Traum, and Whitley voted in favor, and the Chair declared the motion to have carried unanimously (3-0).

ADJOURNMENT

There being no further business, the Chair declared the meeting adjourned at 6:32 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant