



# 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, MARCH 2, 2020

### CALL TO ORDER

Select Board Vice Chair Ken Traum called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, March 2, 2020, in the Dunlap Room at the Town Hall. Mr. Traum introduced the members of the Board. Those assembled joined together to recite the Pledge of Allegiance.

**Members Present:** Ken Traum, Sabrina Dunlap, Steven Whitley, and Anna Wells

**Member Absent:** Jim O'Brien

**Staff Present:** Dan Blanchette (Director of Public Works), Neal Cass (Town Administrator)

### POINTS OF PRIDE

Mr. Cass pointed out to the Board that the auditors were at the Town Hall last week auditing the 2019 financials. He shared his appreciation for the work of Finance Director Deb Gallant preparing for the audit and working with the auditors during their time here. She is always well prepared which makes the audit go very smoothly. This year they completed their work at the Town Hall in 4 days instead of the normal 5.

Mr. Traum noted that he had attended the "Cookies with Cass" event held last week and thanked Mr. Cass for doing this. The second one will be held at night this coming Wednesday.

### ADMINISTRATIVE

The Board reviewed documents for signature and approved 4-0 the Consent Agenda, taking the following action on a motion by Mr. Whitley and seconded by Ms. Dunlap.

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
<b>BUILDING PERMITS</b>			
244-008-000 526 E. Penacook Road	3/2/2020	Approve	Enclose Porch
251-046-000 1365 Hopkinton Road	3/2/2020	Approve	Garage
101-008-000 12 Maple Street	3/2/2020	Approve	Barbershop and Signage
<b>ACCOUNTS PAYABLE</b>			
Checks 63715-63725	2/24/2020	Approve	\$17,520.03
Checks 63726-63764	2/27/2020	Approve	\$106,019.70
Checks 63765-63797	3/2/2020	Approve	\$31,327.60

<b>PAYROLL</b>			
PP ending 2/29/2020	3/2/2020	Approve	Ch 33824-33839-\$9,391.01 Direct Deposit - \$69,412.70 TOTAL - \$78,803.71
<b>TRANSFERS</b>			
From Recreation Facilities CRF to General	2/24/2020	Approve	\$171.25
From Sewer Fund to General Fund	3/2/2020	Approve	\$1,333.61
<b>ABATEMENTS</b>			
208-043-000	3/2/2020	Approve	
<b>Credits/Exemptions/Deferrals</b>			
265-018-000 903 Upper Straw Road	3/2/2020	Approve	Solar Exemption - \$5,000
265-018-000 903 Upper Straw Road	3/2/2020	Approve	Veteran's Credit
68 Carriage Lane	3/2/2020	Approve	2018 Deferral - \$2,965
68 Carriage Lane	3/2/2020	Approve	2019 Deferral - \$3,895
<b>Current Use Application</b>			
203-021-000 North Shore Drive	3/2/2020	Approve	88.2 acres into Current Use - 2.5 acres left out
<b>OTHER</b>			
PAF-PT Transfer Station Attendant	3/2/2020	Approve	Brian Hall
PAF-PT Transfer Station Attendant	3/2/2020	Approve	Shandra MacMaster

Mr. Whitley moved to approve a building permit for solar installation at Map/Lot 215-008-000, 1109 Hatfield Road. Ms. Dunlap seconded the motion.

**VOTE:** Traum, Dunlap, and Whitley voting in favor of the motion; no votes against; Wells abstaining, MOTION APPROVED 3-0-1.

The Board reviewed the Select Board Meeting Minutes of Tuesday, February 18, 2020.

Ms. Dunlap made a motion, seconded by Mr. Whitley to approve the Public Meeting Minutes of February 18, 2020.

**VOTE:** Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 4-0.

Ms. Wells made a motion, seconded by Mr. Whitley to approve the Non-Public Meeting Minutes of February 18, 2020-Session I.

**VOTE:** Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 4-0.

Ms. Wells made a motion, seconded by Ms. Dunlap to approve the Non-Public Meeting Minutes of February 18, 2020-Session II.

**VOTE:** Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 4-0.

### **REQUEST TO PURCHASE TRUCK**

Mr. Blanchette presented a request to purchase a pickup truck for use by the Water/Sewer Superintendent with half the cost of the vehicle being paid by the Contoocook Village Precinct. He presented the numbers showing the cost in the past of paying mileage for the use of a personal vehicle and showed the cost savings of purchasing a truck. The truck will be in a rotation with the pickup truck used by the Highway Department. This will lengthen the useful life of the vehicles. The funds for the vehicle will come from the Highway Vehicle and Equipment Capital Reserve Fund. The cost for the loader being purchased this year came in lower than expected allowing for this purchase.

Mr. Whitley moved to authorize the expenditure of funds from the Highway Vehicle and Equipment Capital Reserve Fund for the purchase of a pickup truck provided that the Contoocook Village Precinct pays half the cost of the purchase of the vehicle. Ms. Wells seconded the motion.

**VOTE:** Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 4-0.

The Board thanked Mr. Blanchette for his work on this and for all that he does.

### **SIGNING OF THE EXCAVATOR LEASE**

Mr. Cass presented the lease agreement for the excavator. This lease was approved at a previous meeting.

Mr. Whitley moved the following, seconded by Ms. Wells:

#### **BE IT RESOLVED**

- 1. Determination of Need.** The Select Board of Obligor has determined that a true and very real need exists for the acquisition of the Equipment described on Exhibit A of the Government Obligation Contract dated as of March 1, 2020, between Town of Hopkinton, New Hampshire (Obligor) and KS StateBank (Obligee).
- 2. Approval and Authorization.** The Select Board of Obligor has determined that the Contract, substantially in the form presented to this meeting, is in the best interests of the Obligor for the acquisition of such Equipment, and the Select Board hereby approves the entering into of the Contract by the Obligor and hereby designates and authorizes the following person to execute and deliver the Contract on Obligor's behalf with such changes thereto as such person does

appropriate, and any related documents, including any Escrow Agreement, necessary to the consummation of the transaction contemplated by the Contract. Ken Traum, Select Board Vice Chair is the authorized individual.

**VOTE:** Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 4-0.

### **APPOINTMENT – ROBERT BLANK RE: CONDITION OF CEDAR STREET**

Mr. Blank said that he came to share his concern about the condition of Cedar Street. He said that Mr. Blanchette and his crew are doing an excellent job, but the road needs to be rebuilt. He continued with the following:

- Cedar Street must be in the worst condition of any road in town.
- The street is different because it sees heavy traffic including refrigeration trucks.
- A section of the road is so bad, that he no longer uses it.
- He doesn't want it just repaved, because that would just be a band aid approach, but would like to see it rebuilt.
- He asked whether it was designed for the current traffic.
- Should the utilities be replaced before the road is rebuilt?
- Wants a plan to move this issue forward.

Mr. Blanchette said that the road does need to be rebuilt and that due to its proximity to the river will require about \$30,000 worth of engineering to prepare a plan and apply for the required permits. He has talked to the Contoocook Village Precinct who owns the water lines, and they currently do not have the funds to replace the lines. He continued that he could make the road smoother, but that would just be a temporary fix.

There was a brief discussion of sidewalks and of an older plan to make the road one way.

Mr. Whitley said that this work is not currently scheduled to be done and that the band aid approach is more expensive in the long run. Further information will be gathered, and discussions will continue at a future meeting.

### **PUBLIC HEARING ON SB2 – 6:00 p.m.**

Vice Chair Traum opened the Public Hearing by reading the notice for the hearing. Mr. Cass presented a brief overview of what SB2 is and how it works. Board members read letters from Susan Covert, Elaine Loft, and Jim O'Brien, all of whom could not attend the hearing and all of whom oppose SB2. Mr. Traum then opened the public comment portion of the meeting.

Janet Ward – moved here in 1978 and was thrilled to attend Town Meeting. Always learn things at the meeting that she hadn't thought of previously. "We've got a good thing going"

Rita Blanchard – Advocating for SB2 because everyone has a right to vote. Need to figure out how to make it work for the whole community. Currently, those in the military, the disabled, and the elderly are unable to vote if they cannot attend the meeting.

Renee Adams – Supports current system. This is democracy and Town Meeting provides information. She has learned at Town Meeting and has changed her mind on an issue, based on what she learned. She continued that Milford, a town of over 16,000 people went to SB2, and now only about 50 people attend the Deliberative Session. People attend Town Meeting because they are voting. You get information at Town Meeting.

Dijit Taylor – The New England Town Meeting is the closest thing to true democracy that there is. She has never talked to anyone who is glad that they changed their form of government to SB2. The strength of Town Meeting is that it allows discussion that brings about different ways to solve problems.

Denis Goddard – Said since moving to New Hampshire he has caught the “politics” bug.

Mary Newman – Is in favor of SB2. She cannot make the Saturday meeting and would like to see an absentee ballot available.

Norm Goupil – Need to look at a way to increase participation. Concerned that SB2 doesn't allow a full thought process on the budget.

Louise Carr – Presented the following information

- SB2 doesn't guarantee more participation
  - Towns with SB2 have an average of 2.4% participation in the Deliberative Session.
  - Towns with SB2 have an average of 25.5% participation at the ballot election – Hopkinton averages 16%-27% participation at Town Meeting.
- Multiple year Default Budgets can cause issues
- Default Budgets don't guarantee lower budgets
- At Town Meeting there is healthy debate on the Warrant Articles
- According to DRA, 45% of the SB2 towns have tried to revert to the Traditional Town Meeting system
- Will still have a low tax base
- Is there a possibility of having live streaming and leaving the ballot box open?
- Need to change the attitude of “Why bother”
- Need to work to change State funding
- SB2 is not the solution

Steve Adams – Was previously on the EDC and low attendance at meetings was an issue. Feels there is so much to lose if Town Meeting is gone. Said it would be a mistake to go with SB2.

Select Board members commented:

Ms. Dunlap – Has heard bad things from people in SB2 towns. SB2 makes things worse. Can look at improving access and ways to increase attendance within the current system.

Ms. Wells – Agreed that access can be an issue. Her real concern is an uninformed electorate, so is in favor of the Traditional Town Meeting.

Mr. Whitley – The Select Board voted unanimously to **Not Recommend** this Warrant Article. This decision by the Board was made for all the reasons that have been previously stated.

Vice Chair Traum closed the Public Hearing at 6:48 p.m.

### **TOWN ELECTION DAY COVERAGE**

Ms. Wells, Ms. Dunlap, and Mr. Whitley will be present much of the day. Mr. Traum will be there as he is able, and Mr. O'Brien will not be able to attend.

### **TOWN MEETING PRESENTATIONS**

Mr. Cass said he intends to do one PowerPoint for Town Meeting with all the different Warrant Articles and presentation included. He asked that Board members have any information they would like included as part of their presentation to him by Monday, March 16.

### **TOWN ADMINISTRATOR UPDATES**

Mr. Cass reported the following:

- As Health Officer he will be taking part in a conference call this week on the Coronavirus.
- The second, evening session of “Cookies with Cass” is this week.
- Wells around the landfill have recently been tested and no PFAS compounds were found.

### **NON-PUBLIC SESSION I-RSA 91-A: 3 IV (d) Acquisition and Sale of Property**

Ms. Dunlap moved to go into a non-public session to discuss the lease of property under the provisions of Nonpublic Session RSA 91-A: 3 II (d). Mr. Whitley seconded the motion.

**VOTE:** Select Board Members Traum, Dunlap, Whitley, and Wells voted in favor, and the Vice Chair declared the motion to have carried unanimously (4–0).

The Board and the Town Administrator entered into nonpublic session, as recorded separately, at 6:59 p.m. The Board returned to public session at 7:02 p.m.

These minutes were not sealed.

### **NON-PUBLIC SESSION II-RSA 91-A: 3 III (c) Reputation**

Ms. Dunlap 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 Traum, Dunlap, Whitley, and Wells voted in favor, and the Vice Chair declared the motion to have carried unanimously (4–0).

The Board and the Town Administrator entered into nonpublic session, as recorded separately, at 7:02 p.m. The Board returned to public session at 7:12 p.m.

These minutes were not sealed.

**NON-PUBLIC SESSION I-RSA 91-A: 3 III (a-d) To Review Sealed Non-public Minutes**

Ms. Dunlap moved to go into a non-public session to review sealed non-public minutes to consider them to be made public under the provisions of Nonpublic Session RSA 91-A: 3 II (a-d). Mr. Whitley seconded the motion.

**VOTE:** Select Board Members Traum, Dunlap, Whitley, and Wells voted in favor, and the Vice Chair declared the motion to have carried unanimously (4–0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 7:12 p.m. The Board returned to public session at 7:41 p.m.

These minutes were not sealed.

**UNSEALING OF NONPUBLIC MINUTES**

Ms. Dunlap moved to unseal the following previously sealed nonpublic minutes because the reason for sealing the minutes no longer exists. Ms. Wells seconded the motion.

- |                            |                               |                          |
|----------------------------|-------------------------------|--------------------------|
| January 21, 2001           | February 20, 2001             | March 7, 2001-Session I  |
| April 4, 2001 – Session II | April 4, 2001-Session III     | April 18, 2001-Session I |
| May 23, 2001               | June 6, 2001                  | June 27, 2001            |
| September 10, 2001         | September 24, 2001-Session II | October 29, 2001         |
| November 5, 2001           | November 26, 2001-Session II  |                          |

**VOTE:** Select Board Members Traum, Dunlap, Whitley, and Wells voted in favor, and the Vice Chair declared the motion to have carried unanimously (4–0).

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:43 p.m.

Respectfully submitted,  
Neal A. Cass, Town Administrator