



Town of Hopkinton, NH

Office of the Select Board

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SELECT BOARD PUBLIC MEETING MINUTES MONDAY, APRIL 1, 2019 APRIL 15, 2019

CALL TO ORDER

Chairman Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, April 1, 2019, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board.

Members Present: Jim O'Brien, Ken Traum, Steven Whitley and Anna Wells.
Absent: Sabrina Dunlap

Staff Present: Neal Cass, Town Administrator and Robin Buchanan, Administrative Assessing Assistant; Fire Chief Jeff Yale

Public Present: Norm Goupil, Janet Krzyzaniak, Sue Strickford, Tina Hoyt, Dick & Jayne Schoch, Jamie Schoch, Jeff Demers, Captain of the Rescue Squad and other members of the Rescue Squad and Attorney Kevin Cullimore.

Sue Strickford led those in attendance in the Pledge of Allegiance.

POINTS OF PRIDE

Mr. Cass highlighted Officer Jeff Danforth of the Police Department. Mr. Cass received a letter from a resident thanking Officer Danforth for his help in a dog rescue.

Mr. Cass also highlighted Ben Bynum, Assistant Town Clerk/Tax Collector, noting he has stepped up during the transition of the Town Clerk/Tax Collector's Office, with a positive and helpful attitude.

ADMINISTRATIVE

The Board reviewed documents for signature and approved (4-0) the consent Agenda, taking the following action on a motion by Mr. Traum and seconded by Mr. Whitley.

CONSENT AGENDA April 1, 2019

ACCOUNTS PAYABLE MANIFEST	\$1,328,428.51
	\$153,481.17

PAYROLL MAINIFEST	\$77,748.02
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TRANSFER

Sewer Fund to General Fund	\$18,711.81
Kimball Cabins to General Fund	\$267.25
Human Services-Donations to General Fund	\$2,260.00
Slusser Center Rental Expenses -Deposit to General Fund	\$200.00
Recreation Revolving to General Fund	\$2,325.99

PAYMENT FROM CAPITAL RESERVE FUND ACCOUNTS

Sewer System Equip/Sludge Removal Fund	\$5,033.10
PW/Hwy Vehicles-Spreader Capital Reserve Fund	\$7,523.14
Ambulance Replace/Equip. Capital Reserve Fund	\$13,177.89
Revaluation Capital Reserve Fund	\$14,300.00

BUILDING PERMITS

NH Division of Historical Resources Temp Sign
 James LaBoe driveway wetland crossing Crowell Rd
 Phil Paquette swimming pool 1051 South Rd
 Go Solar NE solar roof array 1153 South Rd
 Northeast Builders new residence Wildwood Map 222 Lot 108
 Northeast Builders new residence Amesbury Rd Map 225 Lot 052

PAF

Fire Department resignation
 Recreation-rehire lifeguard
 Recreation-rehire lifeguard
 Recreation-new hire camp counselor
 Recreation-new hire camp counselor

VETERAN'S CREDIT

Christopher Brantley Map 207 Lot 29
 Scott Giguere Map 221 Lot 71

John Thayer Map 244 Lot 3
Daniel Rinden Map 260 Lot 7

VETERAN'S CREDIT Service Connected 100% disability

James Williams Map 106 Lot 52
Lea Dumas Map 253 Lot 28-1

VETERAN'S CREDIT-SURVIVING SPOUSE

Barbara Kubacki Map 245 Lot 18

CURRENT USE APPLICATION

Tim & Stephanie Lesko Map 248 Lot 00-003

LAND USE CHANGE TAX

Donald & Susan Ware Patch Rd	\$4,440.00
S& B Properties Kearsarge Ave	\$4,500.00

Health Officer Nomination Form

The Board reviewed the Select Board Meeting Minutes of Monday, March 18, 2019. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Public Meeting Minutes of March 18, 2019.

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

The Board reviewed the Non-Public Select Board Meeting Minutes of March 18, 2019, Mr. Traum made a motion, seconded by Mr. Whitley to approve the Non Public Meeting Minutes of March 18, 2019.

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

OLD BUSINESS:

Alcohol Ordinance Update: Mr. Cass stated the updates change two items, it takes out the public buildings and allows the Select Board to grant, at its sole discretion permission for "samplings". Mr. Cass stated we will need to hold a public hearing to update the ordinance. Discussion ensued, with regards to the definition of "samplings". Chairman O'Brien stated that after the public has given input the wording may change. Mr. Cass will schedule a public hearing for Monday, April 15, 2019.

79-E Requests: Mr. Cass stated that the request came from the new owners of the Cracker Barrell store, which is currently upgrading the store. Mr. Cass stated we will need to hold a public hearing once the owners provide more information for the 79-E request. Discussion ensued, with regards to covenants and restrictions on the property and the tax relief. Mr. Cass stated he will check with other towns for samples.

NEW BUSINESS:

YTD Financials: Mr. Cass stated we are 25% through the year and the budget expenditures is at 22.5%. Mr. Cass stated that Executive is at 26%, however, dues and the town report have been paid in full for the year. Town Clerk/Tax Collector Overtime line is up slightly, and with Finance, the audit and software have been paid in full for the year.

Mr. Traum inquired about an item in the Town Clerk/Tax Collector line, and Mr. Cass replied it was for heating at the Bates Building. Mr. Traum inquired if Revenues were ready. Mr. Cass replied no.

GASB 45/75: Mr. Cass stated that GASB (General Accounting Standard Board) has switched to 75, which requires a more intense review. It will be more expensive. Mr. Cass stated he spoke with Tamar Roberts, one of our auditors. He stated that it is not necessary to do it this year, but we will need to budget for it next year. The Board agreed with this recommendation.

Ruth Chevion Request: Mr. Cass stated that he has received a request from Ruth Chevion to rent the Bates Building on a monthly basis in order to display local artists work. Mr. Whitley inquired if we have restrictions on how the building can be used. Chairman O'Brien stated we need to think the process through before acting. Mrs. Wells suggested that we try it for a month, perhaps we may get other requests as well. Mr. Traum will contact the Attorney General's Office to see if we can rent it for the purpose requested. Further discussion was ended until the Board can receive more information.

TOWN ADMINISTRATOR UPDATES:

Mr. Cass stated that Kent Barton will no longer be doing the water accounts in Contoocook Village Precinct and the Commissioners are looking into their options.

Mr. Cass stated that we are currently looking into new websites.

Mr. Cass noted that the MTAG meetings have started.

Mr. Cass announced that Ryan Hughes is leaving the Fire Department.

Mr. Cass informed the Board that he will not be at the next meeting scheduled for Monday, April 15, 2019.

PUBLIC FORUM: No comments.

OTHER

Mr. Traum asked if Carol Harless, Town Clerk/Tax Collector, had nominated someone for Deputy Town Clerk/Tax Collector. Mr. Cass noted that she is working on that.

Mr. Cass noted that in the Board's package there is a list of Municipal Red Listed Bridges. In Hopkinton, Rowell Bridge is listed, because it does not meet standards. The bridge on Stickney Hill is still in the plans to be repaired, but it is still usable.

NON-PUBLIC SESSION I-RSA 91-A: 3 III (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, Whitley, and Wells voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 6:20 p.m. The Board returned to public session at 6:27 p.m.

These minutes were not sealed.

Mr. Traum made a motion, seconded by Mr. Whitley, to come out of non-public session at 6:27 pm. Motion passed unanimously.

APPOINTMENTS: Hopkinton Rescue Squad

Chairman O'Brien stated that he spoke with Jeff Demers, Rescue Squad Captain, to find out if the Rescue Squad wanted the discussion in public or non-public session. Chairman O'Brien further stated that Captain Demers asked for the session to be public.

Attorney Kevin Collimore, of Cullen Collimore, PLLC, is representing the Rescue Squad. He stated that he understands that in many small towns, a handshake was enough for things to get down, however, those informal agreements need to be formalized. Insurance coverage is important for both the Town and the Rescue Squad. Attorney Collimore stated that so far Hopkinton has been able to avoid any issues until now. He further stated that training is lacking and that it should overlap with the Fire Department training, as well as working on insurance issues. Mr. Collimore further stated that the members of Rescue Squad are proud to assist the Town.

Chairman O'Brien stated that the Rescue Squad provides a valuable service to the community.

Attorney Collimore stated the arrangement needs to be a three party agreement between the Fire Department, the Town and the Rescue Squad. Chairman O'Brien feels that speaking with Fire Chief Jeff Yale is critical to the arrangement. Mr. Whitley agreed stating that the Board is not qualified to speak for the Fire Department. Jamie Schoch stated that there are other rescue squads that operate the way they have and some use Primex for insurance. Chairman O'Brien asked Mr. Schoch to get the names of the towns as this Board may have questions. Chairman O'Brien asked Fire Chief Yale if he had any questions or input. Fire Chief Yale replied that he is here for information and is looking forward to working with the Rescue Squad towards a resolution.

Dick Schoch inquired if the Fire Chief had authority over a private non profit organization. Chairman O'Brien stated that Fire Chief Yale has no authority over operations of the non-profit; but he does have management at the scene and who will have access to it.

Mrs. Krzyzaniak stated it seems as if the Rescue Squad and the Fire Chief are willing to work together to solve the problem, so that they can continue to work together. She further stated that they receive no pay and encouraged them to formalize an agreement.

Mrs. Strickford inquired if the Rescue Squad does not go to a call, then who does. Fire Chief Yale stated that we have mutual aid agreements with other towns and they will show up. Tina Hoyt inquired about the cost of mutual aid agreements. Fire Chief Yale stated that we are in a regional compact.

Discussion ensued, regarding past practices, including being covered for injuries, but no formal agreements. Mr. Schoch stated that if the Board had any questions at any time to get in touch with him and he would be happy to speak with them.

Mrs. Wells thanked everyone who came and shared their concerns.

NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (e) Legal

Mr. Traum moved to go into a non-public session to discuss on-going litigation under the provisions of Nonpublic Session RSA 91-A: 3 II (e). Mr. Whitley seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Whitley, and Wells voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 7:20 p.m. The Board returned to public session at 7:45 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, Whitley, and Wells voted in favor, and the Chair declared the motion to have carried unanimously (4-0).

ADJOURNMENT

There being no further business, the Chair declared the meeting adjourned at 7:45 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant