



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, September 26, 2022
Approved**

CALL TO ORDER:

Ms. Dunlap called this meeting of the Select Board to order at 5:30 p.m. on Monday, September 26, 2022, in the large meeting room in the Hopkinton Town Hall.

Select Board

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

Staff Present: Neal Cass, Town Administrator

POINTS OF PRIDE:

Ms. Dunlap thanked all of those involved in Fall Festival this past weekend including Police Chief Hennessey and the members of the Contoocook Chamber of Commerce. She also thanked all of those involved in the recent election.

Mr. Traum thanked Recreation Director Paula Simpkins and Louise Carr for their work on the Murder Mystery Dinner.

Mr. Cass added that he attended the volunteer dinner put on by the Human Services Advisory Committee to thank all those that volunteer for the Hopkinton Food Bank. He noted that almost 20,000 meals a year are given by the Pantry.

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.

ITEM	DATE	ACTION	COMMENT
AP MANIFEST	-	-	-
AP MANIFEST DATED 9/26/2022	9/26/2022	APPROVE	\$123,441.05
PAYROLL			
EMPLOYEE PAYROLL	9/26/2022	APPROVE	\$87,134.19
DIRECT DEPOSIT: \$83,507.39			
CHECKS: \$3,626.80			
TAX COLLECTOR'S DEED			
225-090-000 24 SPARROW LANE	9/26/2022	ACCEPT	

208-036-000 30 PERCH LANE	9/26/2022	ACCEPT	
208-091-000 916 PINE STREET	9/26/2022	ACCEPT	
105-045-000 390 MAIN STREET	9/26/2022	ACCEPT	
OTHER			
HOPKINTON HIGHWAY SAFETY GRANT AGREEMENT	9/26/2022	APPROVE	To correct wrong amount
NH ASSOCIATION OF ASSESSING OFFICIALS - 2023 BALLOT	9/26/2022	APPROVE	

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board reviewed the Public Meeting Minutes of Monday, September 12, 2022. Mr. Traum made a motion, seconded by Mr. Lipoma, to approve the Public Meeting Minutes of September 12, 2022.

ROLL CALL VOTE:

Sabrina Dunlap Yes
 Ken Traum Yes
 Jeffrey S. Donohoe Yes
 Steven Whitley Abstained
 Thomas Lipoma Yes

MOTION PASSED 4-0-1.

The Board reviewed the Nonpublic Meeting, Session I, Minutes of Monday, September 12, 2022. Mr. Traum made a motion, seconded by Mr. Lipoma, to approve the Nonpublic Meeting, Session I, Minutes of September 12, 2022, and Mr. Traum noted they are sealed.

ROLL CALL VOTE:

Sabrina Dunlap Yes
 Ken Traum Yes
 Jeffrey S. Donohoe Yes
 Steven Whitley Abstained
 Thomas Lipoma Yes

MOTION PASSED 4-0-1.

The Board reviewed the Nonpublic Meeting, Session II, Minutes of Monday, September 12, 2022. Mr. Traum made a motion, seconded by Mr. Lipoma, to approve the Nonpublic Meeting, Session II, Minutes of September 12, 2022, and Mr. Traum noted they are sealed.

ROLL CALL VOTE:

Sabrina Dunlap Yes
 Ken Traum Yes
 Jeffrey S. Donohoe Yes

Steven Whitley	Abstained
Thomas Lipoma	Yes

MOTION PASSED 4-0-1.

The Board reviewed the Public Meeting Minutes of Wednesday, September 21, 2022. Mr. Traum made a motion, seconded by Mr. Lipoma, to approve the Public Meeting Minutes of September 12, 2022.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board reviewed the Nonpublic Meeting, Session I, Minutes of Wednesday, September 21, 2022. Mr. Traum made a motion, seconded by Mr. Lipoma, to approve the Nonpublic Meeting, Session I, Minutes of September 21, 2022, and Mr. Traum noted they are sealed.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board reviewed the Nonpublic Meeting, Session II, Minutes of Wednesday, September 21, 2022. Mr. Whitley made a motion, seconded by Mr. Lipoma, to approve the Nonpublic Meeting, Session II, Minutes of September 21, 2022, and Mr. Traum noted they are sealed.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

OLD BUSINESS:

Mr. Cass updated the Board on the search for Hopkinton's oldest resident. To the best of everyone's knowledge, Ann Simms is the oldest resident. It was decided to present the Boston Post Cane to Ann Simms at the Dial-a-Ride volunteer lunch at the end of October as she was one of the founders of the program.

The Board reviewed the draft agenda for the joint meeting the school board being held on October 11. Mr. Cass is meeting with Superintendent Flynn on Thursday so any additional items should be sent to him before then.

OLD BUSINESS:

The Select Board reviewed the information provided by the Town Administrator concerning the merit pay increase pool amount for 2023. It was noted that the Social Security increase has been set at 5.9%. After discussion the Board agreed to set the 2023 merit pay pool at 6.5%. It is understood that this may have to change during the budget process.

TOWN ADMINISTRATOR UPDATES:

Mr. Cass reported the following:

- Letters have gone to all those abutters interested in purchasing any of the land-locked tax deeded property. Offers are due in on October 6.
- A surveyor has been obtained to do the 185 Main Street subdivision. The Board suggested also doing the Bates Building at the same time.
- Lot of time is being spent on the CIP plan and working on budgets.
- Next week the engineer for Houston Barn will be on site and there will be digging to be able to look at the current foundation.
- The highway crew shimmed numerous roads to hold them in place until they can be rebuilt. The response from residents has been positive.

OTHER:

Mr. Traum reported that at the Budget Committee meeting it was requested that an updated road plan, detail on the expenditure of the road bond, and a list of grants applied for, be provided to the committee.

Mr. Traum suggested forming an energy committee to deal with issues such as Community Power, the Contoocook Hydro-dam, and solar. After discussion it was determined that Mr. Traum will work with Mr. Cass and create a charge for the committee that will be brought back to the next Select Board meeting.

Mr. Traum reported that he attended the NHMA Legislative Policy gathering and that all proposed NHMA positions passed overwhelmingly. 47 cities and towns were represented.

PUBLIC HEARING ON UPDATING THE SPEED LIMIT ORDINANCE

Ms. Dunlap called the Public Hearing to order at 6:00 p.m. She called for public comment.

- Erin Toms – Supports changing Penacook Road speed to 25 mph. There are many pedestrians on the road. She requested that if it changes, it needs to be enforced.
- Mr. Cass explained the proposed change with lower the speed on Penacook Road from Main Street to 281 Penacook Road from 30 mph to 25 mph.
- Sarah Matson Dustin requested that the speed on Dustin Road be changed from 35 mph to 30 mph. She stated cars go fast making it dangerous for pedestrians.
- David Dustin supports lowering the speed limit on Dustin Road. He is concerned someone will be seriously hurt.

- Bernice Dustin also supports lowering the speed limit on Dustin Road and noted that it is a bike route so not only are their pedestrians, but also bicyclists. It is a “cut-through” from Concord to I89.
- _____ said that they have the same problem on Sugar Hill Road. He continued on about the speed and the trucking on the road. He said that the speed limit on Sugar Hill Road does not need to be changed.
- Scott Clay said he is concerned about the curve on Bound Tree Road before Autumn Ridge Road.
- David Untiet concurred that speed and trucks are a problem on Sugar Hill Road

The Public Hearing portion of the meeting was closed

The Board discussed the proposed changes to the Speed Limit Ordinance including lowering the speed limit on Dustin Road.

Ms. Dunlap moved to adopt the changes to the Speed Limit Ordinance changing the speed limit on a portion of Penacook Road and lowering the speed limit on Dustin Road. Mr. Whitley seconded the motion.

VOTE: Dunlap, Traum, Donohoe, Whitley, and Lipoma voting in favor with no votes against. The motion passed 5-0.

OTHER continued:

The Board discussed how to best deal with road safety including signage and speed limits. There was discussion of have the EDC review these issues, but that was not supported by the Board. After further discussion, the Town Administrator will bring back a recommendation to the next Board meeting.

Mr. Lipoma reported that the Class VI Road Committee had its first meeting. They will begin by reviewing Class VI roads south of Route 202.

Mr. Lipoma also informed the Board that a trial intersection change will be taking place at the end of October at the Main Street/Hopkinton Road/Henniker Road intersection. This is being done in collaboration with the Hopkinton Village Precinct and the EDC Committee. The Precinct is taking the lead on this project.

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

Mr. Traum 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. Whitley seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

Select Board Meeting – September 26, 2022

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 6:45 p.m. The Board returned to public session at 6:52 p.m.

These minutes were not sealed.

The second scheduled nonpublic session was not held with the topic referred to the energy committee that is being formed.

ADJOURNMENT

There being no further business, Mr. Donohoe moved that the meeting be adjourned. Mr. Lipoma seconded the motion. All member voted in favor and the meeting was declared adjourned at 6:53 p.m.

Respectfully submitted,

Neal A. Cass

Neal Cass

Town Administrator



Town of Hopkinton

Office of Select Board

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Nonpublic Session Minutes Select Board

Date: September 26, 2022

Members Present: Sabrina Dunlap, Chair
Ken Traum, Vice Chair
Jeffrey Donohoe
Steven Whitley
Thomas Lipoma

Staff Present: Neal Cass – Town Administrator

Motion to enter Nonpublic Session made by Mr. Traum seconded by Mr. Whitley.

Specific Statutory Reason cited as foundation for the nonpublic session: RSA 91-A:3, II (a) The *dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her.*

Roll Call vote to enter nonpublic session:	Sabrina Dunlap	Yes
	Ken Traum	Yes
	Jeffrey Donohoe	Yes
	Steven Whitley	Yes
	Thomas Lipoma	Yes

Entered nonpublic session at 6:45 p.m.

Description of matters discussed, and final decisions made:

The Board discussed employee bonuses to thank employees for their service to the town.

Mr. Whitley moved, and Mr. Traum seconded a motion to pay employee bonuses to all eligible employees. Mr. Traum seconded the motion.

Motion to leave nonpublic session and return to public session by Mr. Donohoe, seconded by Mr. Lipoma.

Roll Call vote to leave nonpublic session:	Sabrina Dunlap	Yes
	Ken Traum	Yes
	Jeffrey Donohoe	Yes
	Steven Whitley	Yes
	Thomas Lipoma	Yes

Motion: PASSED (5-0).

Public session reconvened at 6:52 p.m.

Recorded by: Neal Cass, Town Administrator