



Town of Hopkinton, NH

Office of the Select Board

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SELECT BOARD PUBLIC MEETING MINUTES TUESDAY, MAY 29, 2018 Approved June 11, 2018

CALL TO ORDER

Vice Chairman Ken Traum called this regular meeting of the Select Board to order at 5:30 p.m. on Tuesday, May 29, 2018, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board. Robin Buchanan led those assembled in the Pledge of Allegiance.

Members Present: Ken Traum, Sabrina Dunlap and Steven Whitley. Jim O'Brien arriving at 5:35 pm.

Member Absent: Bob Gerseny

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

Public Present: None

POINTS OF PRIDE

Mr. Cass noted that a resident came in to thank Karen Robertson for all the help that she gave him on his recent project. Mr. Cass also wanted to acknowledge Bob Dapice and all those involved in the Memorial Day Parade. Mr. Whitley also commented that the parade was.

ADMINISTRATIVE

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

ACCOUNTS PAYABLE MANIFEST	\$59,710.45
	\$1,358,342.59
PAYROLL	\$68,616.08

APPOINTMENTS

Andrew Locke Zoning Board of Adjustment

BUILDING PERMITS

Brian Rice, breezeway&garage 1198 Sugar Hill Road Map 233 Lot 12
John Larson, finishing basement 974 Gould Hill Road Map 225 Lot 130
Philip Cole, Jr. stairs, 108 Park Ave, Map 101 Lot 64
Gordon Labouny, garage, 223 Main Street Map 106 Lot 5
Peter Grenier, renovations, 1966 Maple Street Map 220 Lot 18
Kim Emerson reconstruct deck, 63 Penacook Rd, Map 104 Lot 47
Pollyanna King, shed, 1100 Clement Hill Road, Map 208 Lot 79

INTENT TO CUT

James & Heather Robertson & Glenn & Adelemarie Bohanan Map 242 Lot 15

PAF

Lily Sabol Recreation rehire lifeguard
Shepyrd Murdough Recreation new hire camp counselor

YIELD TAX

Keith & Tara Rutherford & Peter & Julie Smith Map 224 Lot 33 NO CUT

Acceptance of Resignation from EDS and thank you letter

Anthony Quinn

The Board reviewed the Select Board Meeting Minutes of Monday, May 14, 2018. Ms. Dunlap made a motion, seconded by Mr. O'Brien to approve the Public Meeting Minutes of May 14, 2018.

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

The Board reviewed the Select Board Meeting Non-Public Minutes of May 14, 2018, Session I. Mr. O'Brien made a motion, seconded by Mr. Whitley to approve the Non-Public Meeting Minutes of May 14, 2018, Session I.

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

The Board reviewed the Select Board Meeting Non-Public Minutes of May 14, 2018, Session II. Mr. Whitley made a motion, seconded by Ms. Dunlap to approve the Non-Public Meeting Minutes of May 14, 2018, Session II.

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

The Board reviewed the Select Board Meeting Non-Public Minutes of May 14, 2018, Session III. Mr. O'Brien made a motion, seconded by Mr. Whitley to approve the Non-Public Meeting Minutes of May 14, 2018, Session III.

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

OLD BUSINESS:

Class VI Road Agreement Update Review:

Mr. Cass stated the changes that were requested at the last meeting are now in the agreement. Mr. Cass stated we are now at a point for him to discuss the agreement with Mr. Komisarek.

NEW BUSINESS:

MTAG Grant: Mr. Cass reviewed with the Board the MTAG (Municipal Technical Assistance Grant) which provides funds in the amount of \$20,000, with a matching \$5,000 from the town to look at housing options, to provide more diversity in the town. The work will include a survey and looking at our zoning ordinances with focus on the two TIF Districts and Contoocook Village Precinct. Mr. Cass stated that Mr. Gerseny and the EDC has been working with Stuart Arnett, who also helped with creating the TIF Districts. Mr. Cass stated that EDC is moving forward, having established four small groups, two of the groups focusing on the TIF Districts, one group will work on the Burnham Intervale Road area, and the fourth group will work on Contoocook Village. The EDC is requesting approval from the Select Board to apply for this grant.

Mr. O'Brien made a motion, seconded by Mr. Whitley to approve the Economic Development Committee (EDC) move forward and apply for the MTAG Grant, as presented.

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

Hopkinton Fair Parking: Mr. Cass gave a brief history as to why the Town is now in charge of the parking for the fair at George Park. He further stated last year's policy was specific to last year and he would like the Board to review it for this year making it generic not specific to a year.

Mr. Whitley made a motion, seconded by Mr. O'Brien to amend the due date to June 15 of each year.

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

Mr. O'Brien made a motion, seconded by Mr. Whitley to accept the Fair Parking Policy as amended.

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

TOWN ADMINISTRATOR UPDATES:

Beaver Update: Mr. Cass informed the Board that Michael Metcalf Has provided substantial information concerning the beavers and has been in contact with NH DES. It is possible that the beavers have left, as there seems to be no activity at the dam. Discussion ensued, with regards to meeting the June 1 deadline. Mr. O'Brien made a motion, seconded by Ms. Dunlap to amend the deadline to June 30, 2018. Discussion ensued, with regards to making sure that the June 30 deadline allows for enough time. Mr. Cass replied that we do not need a DES permit.

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

Labor Department Letter: Mr. Cass noted a letter from the Labor Department received by the Town. We hired a lifeguard who was only 15 years old. The employee has all paperwork and certificates needed, however, according to state law, you can be 15 years old and be a lifeguard at a pool, but you cannot be a lifeguard at a pond or lake until you are at least 16 years old. The Department of Labor did an audit and found that some of the payroll time sheets were not legible. Mr. Cass is working on a timesheet that can be submitted from a mobile phone to Paula Simpkins, Recreation Director.

Landfill: Landfill testing has been done. One well tested positive for PFAS, the level was less than ½ of the allowable level. All other wells tested showed no signs of PFAS, which may indicate that it is not leaching from the landfill. Further testing will be done.

Granite State Apollo, Letter of Intent: Mr. O'Brien stated he believes that since Webster is co-owner of the Transfer Station, the Hopkinton Select Board needs to contact Webster regarding the Granite State Apollo proposal, to get their input. As discussion ensued, the topic was heading toward discussion that should be in non-public.

PUBLIC FORUM: No comment.

OTHER:

Mr. O'Brien, who is also on the School Board, stated that the School Board would like to use the Town Hall to stream the School Board meetings, until they are equipped to do so. The first School Board meeting at the Town Hall would be scheduled for Tuesday, June 19, 2018.

Mr. O'Brien made a motion, seconded by Mr. Whitley, to allow the Hopkinton School Board to meet and live stream their meeting from the Hopkinton Town Hall.

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

Vice-Chair Traum inquired if the Hopkinton Fair Board had recruited any Hopkinton resident to be on their Board. Mr. Cass replied he did not know, but he would call the Hopkinton Fair Board to schedule a meeting soon before the Hopkinton Fair scheduled for Thursday, August 31 to Monday, September 3, 2018.

NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (d) Acquisition of Property

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

VOTE: Select Board Members O'Brien, Traum, Dunlap, and Whitley 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 6:09 p.m. The Board returned to public session at 6:50 p.m.

Vote to seal nonpublic minutes:

Mr. O'Brien moved to seal the minutes of the just completed nonpublic session because it was determined that divulgence of this information likely would render a proposed action ineffective. Mr. Whitley seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Dunlap, and Whitley voted in favor, and the Vice Chair declared the motion to have carried.

ADJOURNMENT

There being no further business, motion by Mr. O'Brien, seconded by Mr. Whitley to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 6:51 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant