



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, JULY 15, 2019
APPROVED JULY 22, 2019**

CALL TO ORDER

Select Board Chair Jim O'Brien called this special meeting of the Select Board to order at 5:30 p.m. on Monday, July 15, 2019, in the Dunlap Room at the Town Hall. Mr. O'Brien introduced the members of the Board. The meeting began with the Pledge of Allegiance.

Members Present: Jim O'Brien, Ken Traum, Sabrina Dunlap, Steven Whitley (via phone), and Anna Wells

Staff Present: Dan Blanchette—Director of Public Works, Neal Cass—Town Administrator

ADMINISTRATIVE

The Board reviewed documents for signature and approved (5-0) the Consent Agenda, taking the following action on a motion by Mr. Traum and seconded by Ms. Wells.

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
ACCOUNTS PAYABLE			
AP Checks	7/15/2019	Approve	\$62,718.56
ABATEMENT			
Dorothy Giacobbe removed RV from Sandy Beach Campground	7/15/2019	Approve	\$167.00
OTHER ITEMS			
NH DRA Use of PA-28 Form	7/15/2019	Signed	PA-28 is not being used
2019 Sewer Bill Warrant 1 st Issue		Approved	\$56,741.18

The Board reviewed the Select Board Non-Public Meeting Minutes of Monday, July 8, 2019.

Mr. Traum made a motion, seconded by Ms. Wells to approve the Non-Public Meeting Minutes of July 8, 2019-Session I.

VOTE: O'Brien, Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

Mr. Traum made a motion, seconded by Ms. Wells to approve the Non-Public Meeting Minutes of July 8, 2019-Session II.

VOTE: O'Brien, Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

STICKNEY HILL ROAD BRIDGE

Director of Public Works Dan Blanchette outlined the options for the bridge on Stickney Hill Road which was closed by NHDOT last week. The options are as follows:

1. Install a Bailey Bridge
 - a. State of New Hampshire rents these by the month
 - b. Engineering would be required
 - c. This is a 1-2 year option
2. Install a steel plate with I-beams
 - a. Engineering required
 - b. Not permanent – not totally sure how long this will last
 - c. Cost for engineering estimated at \$60,000-\$70,000
 - d. Could keep the road open until bridge aid is available – not sure when this would be
3. Use the culvert that has been prepared for Briar Hill culvert #2, on Stickney Hill Road
 - a. Costs for this option be paid by the remaining road bond funds
 - b. Site engineering will have to be done
 - c. Weaver Brothers, the Briar Hill contractor, is ready to begin work on Briar Hill Road, but will readjust their schedule to do Stickney Hill Road instead
 - d. An expedited permit from DES would be requested. Once submitted they must act within 10 days. They would not issue an emergency permit for this work.
 - e. This would use all remaining bond funds, so there would be no remaining funds for Briar Hill Road culvert #2
 - f. Cost of this option is the same as Briar Hill culvert #2 (around \$300,000)

Mr. O'Brien said that the Board could request a Special Town Meeting to approve funds. Mr. Blanchette said that it isn't possible to do both Briar Hill Road and Stickney Hill Road this year because of the time it takes to prepare the concrete culvert. The issue could be addressed at the regular Town Meeting in March.

Mr. Traum asked about the use of a steel plate. Mr. Blanchette responded that the cost of engineering for this option is around \$60,000-\$70,000, and there is no guarantee how long this option would last.

Dick Joos (427 Stickney Hill Road) stated that he is a retired engineer and supports using the Briar Hill Road culvert on Stickney Hill Road. He shared concern that otherwise, this project could drag on several years like projects in neighboring towns. He added that Weaver Brothers are excellent contractors.

Chelsea Vandewoude (405 Stickney Hill Road) lives between the closed bridge and Farrington Corner Road. She shared a concern that the amount of time required to get to the hospital has increased dramatically with the closing of the bridge.

Mr. Traum moved to grant permission to use the culvert prepared for Briar Hill Road culvert #2 to repair the bridge on Stickney Hill Road, and to authorize the use of funds from the road bond to pay for the project. Ms. Dunlap seconded the motion.

VOTE: O'Brien, Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

COMPLETE STREETS

Ms. Wells said that she has been working on Complete Streets and wanted to give Mr. Blanchette an update while he was still at the meeting. She is recommending a committee be formed to work on design guidelines. Mr. Blanchette said that he currently incorporates the Complete Streets concepts in his work. His only concern is if a policy is developed that says "shall", but is OK with a policy with words like "when possible" and "will consider". Ms. Wells said that she sees Complete Streets having lots of benefits with little risk. Adopting this program puts the town in a better position to receive grants. Complete Streets will be added to the next Select Board agenda.

THE BEECH HILL SCHOOL PILOT AGREEMENT

Mr. Cass reviewed the proposed PILOT agreement for The Beech Hill School with the Select Board. The agreement largely mirrors the current agreement with NFI North, the other similar institution in town. There was discussion as to whether the agreements with the two schools should be on the same renewal schedule. It was decided that the PILOT with The Beech Hill School will remain with a 5 year term as negotiated, and the NFI North agreement will be reviewed next year when the term is complete, with the possibility of renewing it for 4 years to match the scheduled renewal dates.

Mr. Traum moved to approve the PILOT agreement with The Beech Hill School as presented. Ms. Dunlap seconded the motion.

VOTE: O'Brien, Traum, Dunlap, Whitley, and Wells voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

TOWN ADMINISTRATOR UPDATES

Mr. Cass updated the Board on the following items:

- The Board received a letter from the Governor concerning the state budget and inviting Board members to a gathering to hear an explanation from the Governor. Any Board members who wish to attend will RSVP directly.
- A call was received from NH DES following up on a 2006 letter from DES stating that a Groundwater Release Detention Permit is required for the wastewater treatment plant. Follow-up is being done to determine if this was previously submitted or still needed.
- A meeting was held with the soon to be tenant of the Bates Building. A request has been made to remove the counter. The Select Board granted Mr. Cass the authority to use his best judgement concerning this request with the desire to not spend money or use too much staff time.

- The Archive Committee met last week and is moving forward nicely with reviewing and organizing town records at the Bates Building.
- Cemetery Trustee Lynn Clark reviewed fundraising with Terry Knowles at the Charitable Trust Division of the Attorney General's Office and determined that the Cemetery Trustees can raise funds and place them in their trust funds.
- The new fountain in Fountain Square is cracked and it is looking like it cannot be repaired. Work will continue to find a solution.
- Hopkinton School Superintendent Steve Chamberlin will attend the September 16, 2019 Select Board meeting to discuss a possible vaping ordinance.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:56 p.m.

Respectfully submitted,
Neal A. Cass, Town Administrator