



Town of Hopkinton, NH

Office of the Select Board

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**SELECT BOARD
PUBLIC MEETING MINUTES
MONDAY, JULY 23, 2018
Approved August 6, 2018**

CALL TO ORDER

Chairman O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, July 23, 2018, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board. Ken Traum led those assembled in the Pledge of Allegiance.

Members Present: Jim O'Brien, Ken Traum, Bob Gerseny, Sabrina Dunlap and Steven Whitley

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

Public Present: No public present

POINTS OF PRIDE:

Chairman O'Brien stated that although Mr. Cass was on vacation last week, he came in to help with the EDC Meeting on Thursday, July 19, 2018 and wanted to thank him.

Mr. Cass thanked all the employees for making sure that things ran smoothly while he was on vacation.

Mr. Cass also highlighted the following lifeguards: Kendall Bergethon, Alora Bergethon, Sydney Stockwell, Lilly Sabol, and Maura Zankel for stepping up the last few weeks by making sure there were lifeguards at the beach during posted hours. We have hired two more lifeguards and that should help lighten the workload. Mr. Cass stated they did a great job.

Mr. Whitley brought to the Board's attention, an article in the Concord Monitor highlighting Back in the Saddle, an equine therapy center in Hopkinton.

Chairman O'Brien highlighted the Hopkinton Town Band. They do concerts every Wednesday evening in the summer at the gazebo in Contoocook. Mr. Cass added there will be five extra weeks of concerts, which will be sponsored by the Chamber of Commerce and the Merle Dustin Fund.

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. Dunlap.

CONSENT AGENDA

23-Jul-18

ACCOUNTS PAYABLE MANIFEST

\$320,215.65

\$146,632.16

PAYROLL

\$77,953.48

BUILDING PERMITS

Thomas Fatcheric 100 Ridge View 28x36 single family Map 207 Lot 15

Deer Meadow 93 Stacey Dr 28X44 mobile home Map 248 Lot 43

Luciele Gaskill 127 Maple remove&replace deck boards Map 102 Lot 84

Hillary Gabbett 116 Pine St repair front porch Map 221 Lot 88

Glenn Bohanan 945 Penacook Rd 10x12 detached storage shed Map 242 Lot 15

Alex Reid 210 Pleasant Pond 14x16 detached shed Map 206 Lot 7.2

Sally Wedemeyer 897 Farrington Corner 144 sf att deck Map 266 Lot

Marek Telus 93 Elizabeth "after the fact" finish basement/new bath Map 257 Lot 41.4

RIGHT TO BURY

Donna Tortorella No. 1150

INTENT TO CUT

Keith & Tara Rutherford & Peter & Julie Smith Map 224 Lot 33

YIELD TAX

Seth & Susan Greenblott Map 250 Lot 14

PAF

Jack Horne lifeguard Recreation

Julia Delisle lifeguard Recreation

Bill Simpson DPW/Police part time

TRANSFER OF FUNDS SPECIAL REVENUE FUND ACCOUNTS

From Kimball Cabins, Human Services Donations & Fire Dept Aux to General Fund

\$4,670.19

From Slusser Center Rental Expense to General Fund

\$425.00

TRANSFER OF FUNDS

Recreation Revolving Fund to General Fund	\$12,046.20
Public Safety Revolving Fund to General Fund	\$417.79

PAYMENT FROM EXPENDABLE TRUST ACCOUNT

Recreation Facilities Trust Fund to General Fund	\$2,390.73
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The Board reviewed the Select Board Meeting Minutes of Monday, July 9, 2018. Mr. Traum made a motion, seconded by Mr. Gerseny to approve the Public Meeting Minutes of July 9, 2018.

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

APPOINTMENTS: None

OLD BUSINESS:

Discussion and Adoption of Updated Safety Manual: Chairman O'Brien inquired if there were any changes to the draft that they had received two weeks ago. Mr. Cass stated there were some formatting errors, which have been corrected. There were no other changes. Chairman O'Brien inquired as to who was on the committee. Mr. Cass stated Dan Blanchette, Highway Superintendent; Jolene Cochrane, Transfer Station; Karen Dixon, Library; Deb Gallant, Finance Director; Carol Harless, Town Clerk/Tax Collector's Office; Steve Pecora, Police Chief, and Jeff Yale, Fire Chief.

Mr. Traum made a motion to approve the updated Safety Manual as written. Mr. Gerseny seconded the motion.

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

Chairman O'Brien thanked those on the committee for all their work.

NEW BUSINESS:

EDC Update: Mr. Cass stated that LeAnne Vance will be the acting chair and things are moving forward. Mr. Gerseny stated that he is putting his house on the market and will be moving out of Hopkinton. He further stated that his last meeting will be Monday, August 6, 2018. He is contacting someone who may be interested in taking over his term on the Cemetery Trustees.

Mr. Traum made a motion to accept Bob Gerseny's resignation with regret. Mr. Gerseny seconded the motion.

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

TIF DISTRICTS: Administrator & TIF Board Appointments: Mr. Cass stated each of the TIF Districts needs a TIF Board, which could be up to five members, one from the Economic Development Committee and one from the Planning Board. Of the other members the majority should live in the TIF District. Mr. Cass stated an Administrator will also have to be selected.

Discussion ensued, with regards to the lack of residents at the Hart's Corner TIF District. Mr. Gerseny will contact Mr. Arnet with regards to this issue.

Mr. Cass stated that he will take the role of Administrator for now.

Chairman O'Brien inquired about the title work that is being done for the land swap with the State. Mr. Gerseny stated that it is almost complete, the only issue is identifying the source deeds to the State property. He further stated that information has been received. Mr. Gerseny stated he will update LeeAnne Vance, EDC and Ms. Dunlap will update the Planning Board.

Senior Lunch at Elm Brook on Wednesday: Mr. Cass stated that due to the thunder storms that are predicted for Wednesday, the Senior Lunch will be held at the Slusser Center instead of Elm Brook Park.

RESPONSE TO RECENT VANDALISM:

Discussion ensued, with regards to the recent vandalism that occurred at the home of a school board member. The Board agreed to send a letter of support, which Mr. Whitley will draft and e-mail to the other Board members, and all comments, additions or deletions should be sent to Mr. Cass.

Mr. Gerseny stated that there was vandalism recently at the Old Hopkinton Cemetery as well.

TOWN ADMINISTRATOR UPDATES:

Beavers Update: Mr. Cass stated that the beavers are very diligent, however, the water is almost down to the road bed, and the gravel is in place.

PUBLIC FORUM: None

OTHER: Ms. Dunlap stated she has a concern about all the signs that are going up. She inquired about signs on Town property. Mr. Cass stated any signs found on Town property will be removed. No signs are allowed on Town property.

Ms. Dunlap also stated she had received an e-mail awhile back with regards to bike transportation. She also recently received another stating that there is technical assistance for projects related to bike/pedestrian mode of transportation. Mr. Whitley suggested Ms. Dunlap forward the information to the Trails Committee, which is a subcommittee of the Conservation Commission.

Mr. Whitley stated he received an inquiry about Rhapsody Farm and the court's decision to send it back to the ZBA. The inquiry was whether the Town would appeal the court's decision. Mr. Whitley inquired as to what the procedure is for answering these types of questions. Discussion ensued as to which board would decide whether to appeal a decision or not. Mr. Cass stated that the ZBA has a separate lawyer from the town's lawyer. He is not sure how that came about but Karen Robertson, Planning and Zoning Director should be able to give us the background information.

Chairman O'Brien stated the Select Board has some decisions to make with regards to the news that Bob Gerseny is moving and his last meeting will be August 6, 2018. Chairman O'Brien stated that Mr. Gerseny is the Select Board representative on the EDC and we will need someone to replace him until his term is up in March.

Chairman O'Brien inquired if Mr. Gerseny had anyone in mind to replace him as a Cemetery Trustee. Mr. Gerseny replied he has left a message and is awaiting a return call.

Chairman O'Brien stated as far as the Select Board, we have some options:

1. Move on as a 4-member board until the elections in March
2. Choose to fill the seat now

Discussion ensued, with regards to the options, choosing to fill the seat now, but limiting the search to a former Select person or Budget Committee member, noting that the learning curve can be difficult, and the Board will soon be discussing budgets.

Mr. Cass stated he has received the 1st draft of the lease from Granite Apollo. Discussion ensued, with regards to sub committees and the right to know law. Mr. Traum inquired if the letter mirrors the Londonderry agreement. Mr. Cass replied yes. Mr. Whitley and Mr. Traum will review over the draft. Mr. Cass will contact the Town of Webster and ask them to appoint someone to also review the draft. Chairman O'Brien stated we also need to discuss the use of one attorney instead of two for both towns.

NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (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. Gerseny seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Gerseny, Dunlap, and Whitley voted in favor, and the Chair declared the motion to have carried unanimously (5-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 6:58 p.m. The Board returned to public session at 7:24 p.m.

These minutes were not sealed.

ADJOURNMENT

There being no further business, motion by Mr. Traum, seconded by Mr. Whitley to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 7:24 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant