



# **Town of Hopkinton, NH**

## **Office of the Select Board**

330 Main Street, Hopkinton, NH 03229-2627

Tel: (603) 746-3170 E-mail: [selectmen@hopkinton-nh.gov](mailto:selectmen@hopkinton-nh.gov)

Fax: (603) 746-3049 Web: [hopkinton-nh.gov](http://hopkinton-nh.gov)

### **SELECT BOARD PUBLIC MEETING MINUTES TUESDAY, SEPTEMBER 4, 2018 APPROVED 9/17/2018**

#### **CALL TO ORDER**

Chairman O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Tuesday, September 6, 2018, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board. Janet Krzyzaniak led those assembled in the Pledge of Allegiance.

**Members Present:** Jim O'Brien, Ken Traum, and Sara Persechino  
Absent: Sabrina Dunlap and Steven Whitley

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

**Public Present:** Janet Krzyzaniak, Bonnie Christie and Ginni Haines

#### **POINTS OF PRIDE**

Mr. Cass highlighted the Police Chief and Fire Chief for work before, during and after the Hopkinton State Fair. Mr. Cass stated both of these departments shoulder a lot of responsibility for the Fair, as well, as the public safety of our citizens and those attending the Fair. Chairman O'Brien and Mr. Traum concurred. Chairman O'Brien also thanked Mr. Cass for welcoming people to the Fair on "Townie Night." Donations were collected for the Food Pantry totaling \$300.00.

Mr. Traum also thanked those who performed work on Cross Road.

Janet Krzyzaniak wanted to thank Paula Simpkins for handling the Senior Lunch three (3) times in August. She also wanted to highlight the Library Staff, who are currently located in the game room at the Slusser Center (due to the recent fire) and for accommodating the weekly pool game to be continued to be held.

#### **ADMINISTRATIVE**

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

<b>ACCOUNTS PAYABLE MANIFEST</b>	\$1,557,391.22
	\$28,314.71
<b>PAYROLL</b>	\$73,004.61
	\$17,302.39
	\$33,071.64
<b>BUILDING PERMITS</b>	
Thomas Hennessy 403 Brockway Rd Map 256 Lot 38 construct shed & garage	
Cassandra Montminy 433 Brockway Rd Map 256 Lot 29 Demo porch construct addition	
Matthew DeWitt 985 Jewett Rd Map 257 Lot 7 construct above-ground pool	
Deborah Allen 258 Dustin Rd Map 224 Lot 39 Operate year round farm stand	
Merrimack County 4-H Swine Club Raffle Permit	
Back in the Saddle Equine Therapy Center Raffle Permit	
Colleen Catallo 247 Kast Hill Rd Map 210 Lot 6 construct three horse sheds	
Peter Yunich 362 Penacook Rd Map 103 Lot 23 Removal of manufactured home	
Beaux Woods Contractors 180 Stumpfield Rd Map 230 Lot 11 Remodel Kitchen & bath	
Thomas Johnson, Jr. 381 Pine St Map 221 Lot 25 new resident original destroyed by fire	
<b>TRANSFER OF FUNDS</b>	
Sewer Fund Account to Hopkinton General Fund	\$5,882.48
<b>REFUND OF TAXES</b>	
CoreLogic Centralized Refunds	\$2,072.00
<b>PAF</b>	
David White Highway new hire full time	
John Poole Highway resignation	
<b>REFUND REQUEST- MV</b>	
Nels Nielson	\$97.00
<b>RIGHT TO BURY</b>	
Edwin & Ruth Ricker	

The Board reviewed the Select Board Meeting Minutes of Monday, August 20, 2018. Mr. Traum made a motion, seconded by Ms. Persechino to approve the Public Meeting Minutes of August 20, 2018.

**VOTE:** O'Brien, Traum and Persechino voting in favor of the motion; no votes against,  
MOTION APPROVED 3-0.

The Board reviewed the Select Board Non-Public Meeting Minutes of Monday, August 20, 2018. Ms. Persechino made a motion, seconded by Mr. Traum to approve the Non-Public Meeting Minutes of August 20, 2018.

**VOTE:** O'Brien, Traum and Persechino voting in favor of the motion; no votes against, MOTION APPROVED 3-0.

The Board reviewed the Select Board Public Meeting Minutes of Wednesday, August 22, 2018. Ms. Persechino made a motion, seconded by Mr. Traum to approve the Non-Public Meeting Minutes of August 22, 2018.

**VOTE:** O'Brien, Traum and Persechino voting in favor of the motion; no votes against, MOTION APPROVED 3-0.

### **PUBLIC FORUM:**

Janet Krzyzaniak asked why there were no signs on the highway directing people to use Exit 7 for the Fair. Chairman O'Brien stated because it is a private event, the DOT will not put signs out. Mrs. Krzyzaniak also stated the "no parking" signs were absent from Kearsarge Ave. this year.

### **OLD BUSINESS:**

**Library Update:** Mr. Cass stated that the work on the Library is progressing; insulation is being removed to test for smoke damage. Mr. Cass also informed the Board that there are four (4) contractors who are interested in submitting bid for the work that needs to be done. He also stated there will be a walk through on Friday, September 7, 2018. Mr. Cass also stated that Serv Pro is now finished.

**Granite Apollo Lease Subcommittee Authority:** The Board agreed to allow the subcommittee to go through the document and note changes or deletions and bring that forward to the Board.

**NMMA Legislative Policy Conference:** The Board supported all the floor policies except the one concerning the Site Evaluation Committee and authority over control of use of municipal roads by utilities.

**"Townie Night"/Fair Follow-up:** Mr. Cass reported that there were approximately 1,100 people who attended "Townie Night" on Thursday, August 30, 2018. Mr. Cass will set up a follow up meeting with the Fair Board. Chairman O'Brien requested that the Police Chief and Fire Chief also attend the follow up meeting.

**Election Coverage:** Mr. Cass stated there will be an election on Tuesday, September 11, 2018 and members of the Select Board must be there. Chairman O'Brien, Mr. Traum and Ms. Persechino stated their intentions to be at the election most of the day.

### **NEW BUSINESS:**

**Class Action Suit PILT:** Discussion ensued, with regards to the Class Action Suit; Chairman O'Brien stated he sees no reason why not to participate.

Mr. Traum made a motion to participate in the Class Action Suit that local government "received payment under 31 U.S.C. & 6902 (a) of the Payment In Lieu of Taxes (PILT) in fiscal years 2015, 2016 and/or 2017." Ms. Persechino seconded the motion.

**VOTE:** O'Brien, Traum and Persechino voting in favor of the motion; no votes against, MOTION APPROVED 3-0.

**Re-adoption of Investment Policy:** Mr. Cass stated there are no changes to the policy, just the formality of re-adopting the policy.

Mr. Traum made a motion to adopt the Investment Policy as written. Ms. Persechino seconded the motion.

**VOTE:** O'Brien, Traum and Persechino voting in favor of the motion; no votes against, MOTION APPROVED 3-0.

**YTD Expenses:** Mr. Cass stated there is nothing new to report. Mr. Cass also stated the revenues should be done in time for the Budget Committee Meeting on Wednesday, September 12, 2018.

#### **TOWN ADMINISTRATOR UPDATES:**

**Choose2Reuse Grant:** Mr. Cass thanked Bonnie Christie for her work on the grant, which has been submitted.

Mr. Cass reported that the Community Well tests came back; it was the Teflon tape that was the issue. Ms. Persechino suggested the precincts be advised in case they are using Teflon tape.

Bonnie Christie thanked Mr. Cass and Ms. Persechino for their help in writing the grant. She would like to do a presentation to the Select Board. Chairman O'Brien asked Mr. Cass to schedule that. Mrs. Christie stated that the committee is hoping that the Select Board will take a leadership role in the project.

#### **OTHER:**

Ms. Persechino stated she received a complaint about all the political signs and maybe a reminder about where those signs can be placed would be appropriate.

#### **NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (b) Hiring**

Mrs. Persechino moved to go into a non-public session to discuss an issue involving hiring a person as a public employee under the provisions of Nonpublic Session RSA 91-A: 3 II (b). Mr. Traum seconded the motion.

**VOTE:** Select Board Members O'Brien, Traum, and Persechino voted in favor, and the Chair declared the motion to have carried unanimously (3-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 6:13 p.m. The Board returned to public session at 6:22 p.m.

These minutes were not sealed.

**NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (c) Reputation**

Mrs. Persechino 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. Traum seconded the motion.

**VOTE:** Select Board Members O'Brien, Traum, and Persechino voted in favor, and the Chair declared the motion to have carried unanimously (3-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 6:22 p.m. The Board returned to public session at 6:25 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

**VOTE:** Select Board Members O'Brien, Traum, and Persechino voted in favor, and the Chair declared the motion to have carried

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**VOTE:** Select Board Members O'Brien, Traum, and Persechino voted in favor, and the Chair declared the motion to have carried unanimously (3-0).

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 6:25 p.m. The Board returned to public session at 6:30 p.m.

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**VOTE:** Select Board Members O'Brien, Traum, and Persechino voted in favor, and the Chair declared the motion to have carried

**ADJOURNMENT**

There being no further business, the Chair declared the meeting adjourned at 6:30 p.m.

Respectfully submitted,

Robin Buchanan  
Administrative Assessing Assistant