



Town of Hopkinton, NH

Office of Select Board • 330 Main Street • Hopkinton, NH 03229-2627
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SELECT BOARD PUBLIC MEETING AGENDA TUESDAY FEBRUARY 21, 2017 – 5:30 PM HOPKINTON TOWN HALL

- I. CALL TO ORDER**
 - i. Pledge of Allegiance
- II. POINTS OF PRIDE**
- III. ADMINISTRATIVE**
 - i. Approval of Consent Agenda *Action Required (02)*
 - ii. Approval of the Public Meeting Minutes - February 6, 2017 *Action Required (03)*
 - iii. Approval of the Nonpublic Meeting Minutes – February 6, 2017-Session I **(04)**
 - iv. Approval of the Nonpublic Meeting Minutes – February 6, 2017-Session II
 - v. Approval of the Nonpublic Meeting Minutes – February 6, 2017-Session III
 - vi. Approval of the Public Meeting Minutes - February 8, 2017 *Action Required (05)*
- IV. APPOINTMENTS**
 - i. 5:30 Dan Blanchette, Director of Public Works RE: Equipment Quotes **(06)**
 - ii. 6:00 Carol Harless - Nonpublic RSA 91-A:3 II(a) **(07)**
- V. OLD BUSINESS**
 - i. Town Meeting Update **(07)**
- VI. NEW BUSINESS**
 - i.
- VII. ADMINISTRATOR UPDATES**
- VIII. PUBLIC FORUM**
- IX. OTHER**
- X. NONPUBLIC SESSION**
 - i. RSA 91-A:3 II (a)
- XI. ADJOURNMENT**

Upcoming Dates: Wednesday, March 1 – Senior Lunch-noon
Saturday, March 11 – School District Meeting- 9:00
Tuesday, March 14 – Local Election – 7:00-7:00
Saturday, March 18 – Town Meeting – 9:00

The Select Board may enter into Non Public Session, if so voted, under the Terms and Conditions of RSA 91-A:3 II a-e
All items on this agenda are subject to change without notice.



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SELECT BOARD PUBLIC MEETING MINUTES MONDAY, FEBRUARY 6, 2017

CALL TO ORDER

Select Board Chair Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, February 6, 2017, in the large meeting room in the Town Hall. Mr. O'Brien introduced the members of the Board. Steve Lux, Jr. led those assembled in the Pledge of Allegiance.

Members Present: Jim O'Brien-Chair, Ken Traum-Vice Chair, Sue B. Strickford, Steve Lux, Jr., and Bob Gerseny

Staff Present: Neal Cass (Town Administrator) and Robin Buchanan (Administrative Assessing Assistant)

POINTS OF PRIDE

Mr. Cass stated this office answers many questions in regards to residents, and properties in town and that we rely on Karen Robertson's institutional knowledge. Mrs. Robertson has been with the Town of Hopkinton since she was in high school and her vast knowledge of the Town is invaluable to this office.

Mr. Cass also thanked Chris Boudette of the Fire Department for flooding the skating pond.

ADMINISTRATIVE

Consent Agenda

Board members reviewed documents for signature and approved unanimously (5-0) the Consent Agenda taking the following action on motion made by Mr. Traum and seconded by Mrs. Strickford:

ACCOUNTS PAYABLE MANIFEST	59,903.87
	1,316,263.03
PAYROLL	67,782.10

Fuel Distribution System User Agreement-PD**INTENT TO CUT**

Bohanan Trust Map 225 Lot 7

Sansoucy Agreement (2)**BUILDING PERMITS**

Stynook Farm erect cell tower-EXTENSION

TRANSFER OF FUNDS

Recreation Revolving Fund to General Fund 130.15

The Board reviewed the Select Board Meeting Minutes of Monday, January 23, 2017. Mr. Traum made a motion, seconded by Mr. Lux, to approve the Public Meeting Minutes of January 23, 2017. Chair O'Brien called for a vote.

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

APPOINTMENTS: Tax Collector/Town Clerk, Chuck Gangel.

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

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

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

The Board, the Town Clerk/Tax Collector, and the Town Administrator went into nonpublic The session, as recorded separately, at 5:35 p.m. The Board returned to public session at 5:41 p.m.

The minutes of this session were not sealed.

Mr. Gangel informed the Board that the State has limited hours for more vehicle registration for the time period of February 13, 2017 to February 16, 2017; there will be no DMV transactions done after 4:30 pm. Also February 17, 2017 to February 21, 2017; there will be no registration at all on those days. This is due to the State installing a new computer system. The State has done press releases and Mr. Gangel will post a notice in the newspaper. This affects all towns in New Hampshire.

OLD BUSINESS: Approval and Vote on 2017 Town Meeting Warrant:

The Board voted on the Articles 3-10 as follows:

- Article 3: Operating Budget recommended 5-0
- Article 4: Appropriation to Capital Reserve Fund recommended 5-0
- Article 5: Appropriation to Expendable Trust Fund recommended 5-0
- Article 6: Digitalization of Town Records recommended 5-0
- Article 7: Authorization to Expend from Pay-by-Bag Special Revenue recommended 5-0
- Article 8: Rescind Pay-by-Bag not recommended 4-1
- Article 9: Authorization to Expend from Senior Center Rental Special Revenue Fund recommended 5-0
- Article 10: Discontinue the Expansion of the Highway Garage Capital Reserve Fund Recommended 5-0

PARK AVENUE FIELD SIGN PROPOSAL: Mr. Cass stated that Paula Simpkins, Recreation Director, recommends a sign with a removable section underneath that would display a sponsor area that would read “field sponsored by (company name). Mrs. Simpkins recommended seeking out bids for field sponsorship, bids starting at \$1,500.00, for a sponsorship lasting 3 years. Mr. Traum inquired about a timeline for the sign. Mr. Cass replied they would like to get to work on it, so that it will be ready for spring.

APPOINTMENTS: Cameron Ford re: Veteran’s Tax Credit Expansion
David Luneau also joined Mr. Ford. Mr. Ford is in to see if the Board will reconsider and add a Warrant Article with regards to the expanded Veteran’s Tax Credit. The new veteran’s credit allows all veteran’s that served at least 90 days and received an honorable discharge, to be eligible for the credit. Currently, only those veterans who served during “qualifying events” and certain dates within the qualifying events are eligible. David Luneau also spoke in favor of the expanded veteran’s credit. Discussion ensued, and there were not enough Board members in favor of this change to get it on the ballot. However, Mr. Ford stated that he will be getting signatures and it will be brought forward by a citizen petition. As this will be a new article, the Board will be meeting on Wednesday, February 8, 2017 at 6:00 pm (at the High School, before the Budget Public hearing) to vote to either recommend or not recommend the warrant article.

NEW BUSINESS: Public Budget Hearing on Wednesday, February 8, 2017

Mr. Traum will be presenting the town budget. The hearing will be held at the High School at 6:30 pm.

Dilapidated Building: Mr. Cass stated the home at 179 Pamela Drive is condemned and needs to be removed. He would like the Board to sign an order to have the home removed due to a severe health hazard, a flea infestation. Mr. Gerseny made a motion to sign the order to remove the home. Mr. Traum seconded the motion.

VOTE: O’Brien, Traum, Strickford, Lux and Gerseny voting in favor of the motion; no votes against. **MOTION PASSED, 5-0.**

Ordinance Update: Mr. Cass stated that he has been working with Dan Blanchette, Director of Public Works and Police Chief Steve Pecora on two separate ordinances, a speed ordinance and a parking ordinance, dealing with overnight parking.

TOWN ADMINISTRATOR UPDATES

Mr. Cass stated he has met with Department Heads to go over employee evaluations.

Mr. Cass informed the Board that the Hazardous Mitigation Plan has been approved by FEMA.

Mr. Cass informed the Board that he is still working with the Hopkinton Fair Board in regards to having Hopkinton residents on the Fair Board.

Mr. Cass reminded the Board that the Dedication for the Town Report still needs to be done.

PUBLIC FORUM**OTHER****NON-PUBLIC SESSION:**NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (d) Purchase or Sale of Property

Mr. Gerseny moved to go into a non-public session regarding the purchase or sale of property under the provisions of Nonpublic Session RSA 91-A: 3 II (d). Mr. Lux seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Strickford, Lux, and Gerseny 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 6:52 p.m. The Board returned to public session at 7:10 p.m.

Vote to seal nonpublic minutes:

Mr. Gerseny moved to seal the minutes of the just completed nonpublic session. Mrs. Strickford seconded the motion.

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

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

Mr. Gerseny moved to go into a non-public session regarding an issue which could affect the reputation of someone other than the Board, under the provisions of Nonpublic Session RSA 91-A: 3 II (c). Mr. Lux seconded the motion.

VOTE: Select Board Members Traum, Strickford, Lux, Gerseny, and Chair O'Brien 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 7:10 p.m. The Board returned to public session at 7:15 p.m.

Vote to seal nonpublic minutes:

Mr. Gerseny moved to seal the minutes of the just completed nonpublic session. Mrs. Strickford seconded the motion.

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

ADJOURNMENT

There being no further business, motion by Mrs. Strickford, seconded by Mr. Lux to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 7:15 p.m.

Respectfully submitted,
Robin Buchanan, Administrative Assessing Assistant



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Nonpublic Session Minutes Select Board

Date: February 6, 2017 – Session I

Members Present: Jim O'Brien, Chair
Ken Traum, Vice Chair
Sue B. Strickford
Steve Lux, Jr.
Bob Gerseny

Staff Present: Chuck Gangel (Town Clerk/Tax Collector), Neal Cass (Town Administrator)

Motion to enter Nonpublic Session made by Mr. Traum seconded by Mrs. Strickford.

Specific Statutory Reason cited as foundation for the nonpublic session: RSA 91-A:3, II (b) *The hiring of any person as a public employee.*

Roll Call vote to enter nonpublic session:	Jim O'Brien	Yes
	Ken Traum	Yes
	Sue B. Strickford	Yes
	Steve Lux, Jr.	Yes
	Bob Gerseny	Yes

Entered nonpublic session at 5:35 p.m.

Description of matters discussed and final decisions made:

Mr. Gangel presented his recommended appointment to the Deputy Town Clerk/Tax Collector position.

Mr. Lux moved to approve the recommendation of Town Clerk/Tax Collector Chuck Gangel to appoint Lisa Davis to the position of Deputy Town Clerk/Tax Collector pending successful completion of the required background checks. Mrs. Strickford seconded the motion.

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

These minutes were not sealed.

Motion: PASSED

Motion to leave nonpublic session and return to public session by Mr. Traum, seconded by Mr. Lux.

Motion: PASSED

Public session reconvened at 5:41 p.m.

Minutes recorded by: Neal Cass, Town Administrator



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**SELECT BOARD
PUBLIC MEETING MINUTES
WEDNESDAY, FEBRUARY 8, 2017
HOPKINTON MIDDLE/HIGH SCHOOL AUDITORIUM**

I. CALL TO ORDER

Select Board Vice Chair Ken Traum called this extra meeting of the Select Board to order at 6:00 p.m. on Wednesday, February 8, 2017, in the auditorium at the Hopkinton Middle/High School.

Members Present: Jim O'Brien-Chair (via phone) Ken Traum-Vice Chair, Steve Lux, Jr., and Bob Gerseny

Members Absent: Sue B. Strickford

Staff Present: Neal Cass, Town Administrator

The Board reviewed the petition warrant article received concerning the All Veteran tax credit.

Mr. Lux moved to **not recommend** the article that appears on the warrant. Mr. Gerseny seconded the motion.

VOTE: Traum, Lux, and Gerseny voted in favor, O'Brien opposed, and the Vice Chair declared the motion to have carried unanimously (3-1).

Mr. O'Brien left the meeting.

The Board discussed the dedication of the Town Report.

ADJOURNMENT

There being no further business, motion by Mr. Gerseny, seconded by Mr. Lux to adjourn the meeting. Vote 3-0 in favor of the motion. The meeting adjourned at 6:10 p.m.

Respectfully submitted,
Neal A. Cass, Town Administrator