



Town of Hopkinton

Office of Select Board

330 Main Street, Hopkinton NH 03229-2627 - (603) 746-3170 – www.hopkinton-nh.gov

**SELECT BOARD
BUDGET WORK SESSION MINUTES
Hopkinton Town Hall – 330 Main Street
Monday, November 21, 2022
Approved**

I. CALL TO ORDER:

Chair Dunlap called this Budget Work Session meeting of the Select Board to order at 5:31 p.m. on Monday, November 21, 2022, and introduced the members of the Board.

Select Board

Members Present: Sabrina Dunlap; Ken Traum; Jeffrey Donohoe; Steven Whitley; and Thomas Lipoma

Staff Present: Neal Cass, Town Administrator; and Cara Johnson, Administrative/Assessing Assistant

II. POINTS OF PRIDE:

Mr. Cass congratulated Police Officers Molnar and Rush on their recent certification and Academy graduation, respectively. He also noted that Police Sergeant O'Connor and Officers Daniels and Walter recently received letters of commendation from the county attorney.

Mr. Traum expressed appreciation to the over one hundred people who volunteered at the Sean Powers Wood Bank on Saturday, adding special thanks to organizer, Mary Congoran, and Bob LaPree, who captured and shared the event on video.

III. ADMINISTRATIVE:

The Board reviewed documents for signature, and approved (5-0) the Consent Agenda of November 21, 2022, taking the following action on a motion made by Mr. Traum and seconded by Mr. Whitley.

TOWN OF HOPKINTON - SELECT BOARD CONSENT AGENDA NOVEMBER 21, 2022			
ITEM	DATE	ACTION	COMMENT
AP MANIFEST			
AP MANIFEST DATED 11/21/2022	11/21/2022	APPROVE	\$81,962.15
PAYROLL			
EMPLOYEE PAYROLL	11/21/2022	APPROVE	\$91,270.82
DIRECT DEPOSIT: \$85,798.38			
CHECKS: \$5,472.44			
TAX WARRANT			
2022 PERIOD 2 PROPERTY TAX WARRANT	11/21/2022	APPROVE	\$13,419,288.85

ABATEMENT			
104-040-000 - 101 SMITHFIELD RD - SEWER ABATEMENT - MYLER	11/21/2022	APPROVE	\$60.75
OTHER			
208-091-000 - 916 PINE ST - PROPERTY AGREEMENT - CRESSY	11/21/2022	APPROVE	
APPOINTMENT TO OFFICE - ECONOMIC DEVELOPMENT COMMITTEE - DELGADO	11/21/2022	APPROVE	

VOTE: Dunlap, Traum, Donohoe, Whitley, and Lipoma voted in favor of the motion, no votes against; **MOTION PASSED 5-0.**

The Board reviewed the Select Board Budget Work Session Minutes of Monday, November 14, 2022. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Select Board Budget Work Session Minutes of Monday, November 14, 2022.

VOTE: Dunlap, Traum, Donohoe, Whitley, and Lipoma voted in favor of the motion, no votes against; **MOTION PASSED 5-0.**

IV. WORK ON THE 2023 BUDGET AND WARRANT ARTICLES:

A. CIP Committee Update – The Board and Mr. Cass discussed figures in Capital Reserve/Maintenance Trust Funds Review and the Maintenance Trust Expenditure Plan, and Mr. Cass noted:

- NH Department of Revenue Administration set the Town tax rate today; at \$7.07, it is the amount approved at Town Meeting
- Fund balance likely available to offset taxes
- Sludge removal:
 - Due to PFAS presence, new removal estimate is \$1 Million
 - Likely recommendation is to expend approximately \$100 Thousand in 2023 for required engineering, which would give a firm figure for a 20-year bond amount in 2024; sewer users will pay half the cost
 - Engineers working on what must be addressed
- Sewage lagoon cap and closure estimate is \$1 Million; Webster to pay 25%
- Sewer expansion engineering, at \$35 Thousand, can be paid by TIF District
- Solar array at the wastewater treatment plant is estimated at \$250 Thousand; will be covered by grant from NH DES
- NH DES grant will pay for \$30 Thousand wastewater asset management
- Most of CIP remains the same, although affected by rising costs
- More information will be provided to the Board on the following:
 - Shingle/metal roofing for Police Station
 - Mini-split units for Town Library
 - Concrete ramp design for skate park

B. Budget Schedule – The Board and Mr. Cass reviewed and discussed the line items of revenues and the proposed operating budget. Most items remained unchanged from the original figures, with the following proposed operating budget changes from the Board:

<u>DEPT AND LINE ITEM</u>	<u>DEPT REQUESTED</u>	<u>SB PROPOSED</u>	<u>CHANGE AMOUNT</u>
FIRE - PT/CALL FIRE WAGES	\$35,000	\$30,000	(\$5,000)
RECREATION - POSTAGE	\$750	\$500	(\$250)
RECREATION - SPECIAL EVENTS	\$5,000	\$2,000	(\$3,000)
ECONOMIC DEV - COMMUNITY RELATIONS/OUTREACH	\$1,500	\$1,000	(\$500)
HIGHWAY - SHIMMING/PAVING	\$420,000	\$530,000	\$110,000

- Board proposing \$2 Million road bond for work on rebuilding Briar Hill Road
- Estimated 2023 Town tax is \$7.53, which is 6.46% more than the 2022 rate

V. OTHER:

There was no other business to conduct.

VI. ADJOURNMENT

There being no further business, Mr. Lipoma moved that the meeting be adjourned. Mr. Donohoe seconded the motion. All members voted in favor and the meeting was declared adjourned at 8:46 p.m.

Respectfully submitted,

Cara Johnson
 Administrative/Assessing Assistant