



Town of Hopkinton

Office of Select Board

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**SELECT BOARD
PUBLIC MEETING MINUTES
Hopkinton Town Hall – 330 Main Street
Monday, October 24, 2022
Approved**

I. CALL TO ORDER:

Mr. Traum called this meeting of the Select Board to order at 5:30 p.m. on Monday, October 24, 2022. After Mr. Traum introduced the members of the Board, those present stood for the Pledge of Allegiance.

Select Board

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

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

Public Present: Dave White, Hopkinton Representative for the Central NH Planning Commission’s Transportation Advisory Committee and Board Member of the Concord-Lake Sunapee Rail Trail; Bonnie Christie, Waste Reduction Committee Chair; Katherine Mitchell; Scott Clay; and Norm Goupil

II. POINTS OF PRIDE:

Mr. Cass thanked everyone involved with last Thursday’s event, “Let’s Talk Trash,” which was sponsored by the Hopkinton Library and the Waste Reduction Committee. Among those presenting were Transfer Station Superintendent, Jolene Cochrane, and a representative of the Northeast Resource Recovery Association (NRRA). Mr. Cass noted that there were about 25-35 people in attendance, and he has received numerous positive comments about the event.

Mr. Traum noted that Mr. Cass gave an excellent overview of the assessment valuation process at last week’s Budget Committee meeting, adding that Hopkinton School District Superintendent, Mike Flynn, also did a great job, on behalf of the schools.

III. ADMINISTRATIVE:

The Board reviewed documents for signature, and approved (4-0) the Consent Agenda of October 24, 2022, taking the following action on a motion made by Mr. Lipoma and seconded by Mr. Whitley.

TOWN OF HOPKINTON - SELECT BOARD			
CONSENT AGENDA			
OCTOBER 24, 2022			
ITEM	DATE	ACTION	COMMENT
AP MANIFEST			
AP MANIFEST DATED 10/24/2022	10/24/2022	APPROVE	\$56,763.56
PAYROLL			

Select Board Meeting – October 24, 2022

EMPLOYEE PAYROLL	10/24/2022	APPROVE	\$93,232.56
DIRECT DEPOSIT: \$ 85,831.90			
CHECKS: \$ 7,400.66			
YIELD TAXES			
240-051-000 & -001 - GOULD HILL RD - OP #22-227-03-T - BRAYSHAW	10/24/2022	APPROVE	\$28,746.74
249-005-000 - 745 BRIAR HILL RD - OP #22-227-04-T - VIKING TRUST	10/24/2022	APPROVE	\$2,095.32
LAND USE CHANGE FORM A-5W AND FORM A-5			
241-051-000 - BRIAR HILL RD - RANDALL	10/24/2022	APPROVE	
OTHER			
AUDIT ENGAGEMENT LETTER - 2022-2024	10/24/2022	APPROVE	
QUITCLAIM DEED - 211-007-000 - TOWN OF HOPKINTON/FOSTER	10/24/2022	APPROVE	
APPOINTMENT TO OFFICE - ENERGY COMMITTEE MEMBER - DURAND	10/24/2022	APPROVE	
APPOINTMENT TO OFFICE - ENERGY COMMITTEE MEMBER - KAPALA	10/24/2022	APPROVE	
APPOINTMENT TO OFFICE - ENERGY COMMITTEE MEMBER - RUDERMAN	10/24/2022	APPROVE	

VOTE: Traum, Donohoe, Whitley, and Lipoma voted in favor of the motion, no votes against; **MOTION PASSED 4-0.**

The Board reviewed the Public Meeting Minutes of the Joint School Board and Select Board meeting of Tuesday, October 11, 2022. Mr. Donohoe made a motion, seconded by Mr. Whitley, to approve the Public Meeting Minutes of the Joint School Board and Select Board meeting of Tuesday, October 11, 2022.

VOTE: Traum, Donohoe, Whitley, and Lipoma voted in favor of the motion, no votes against; **MOTION PASSED 4-0.**

The Board reviewed the Public Meeting Minutes of the Select Board meeting of Tuesday, October 11, 2022. Mr. Donohoe made a motion, seconded by Mr. Whitley, to approve the Public Meeting Minutes of the Select Board meeting of Tuesday, October 11, 2022.

VOTE: Traum, Donohoe, Whitley, and Lipoma voted in favor of the motion, no votes against; **MOTION PASSED 4-0.**

The Board reviewed the Nonpublic Session I Meeting Minutes of the Select Board meeting of Tuesday, October 11, 2022. Mr. Donohoe made a motion, seconded by Mr. Whitley, to approve the Nonpublic Session I Meeting Minutes of the Select Board meeting of Tuesday, October 11, 2022; Mr. Traum noted they are sealed for now.

VOTE: Traum, Donohoe, Whitley, and Lipoma voted in favor of the motion, no votes against; **MOTION PASSED 4-0.**

The Board reviewed the Nonpublic Session II Meeting Minutes of the Select Board meeting of Tuesday, October 11, 2022. Mr. Donohoe made a motion, seconded by Mr. Whitley, to approve the Nonpublic Session II Meeting Minutes of the Select Board meeting of Tuesday, October 11, 2022; Mr. Traum noted they are sealed for now.

VOTE: Traum, Donohoe, Whitley, and Lipoma voted in favor of the motion, no votes against; **MOTION PASSED 4-0.**

IV. PUBLIC APPOINTMENTS:

Regarding the update from the Central NH Regional Planning Commission's Transportation Advisory Committee, Dave White shared that they are currently in the process of voting on projects to add to the Ten-Year Plan for the NH Department of Transportation. On the Concord-Lake Sunapee Rail Trail, Mr. White noted that the group has received grant funding from the NH Recreational Trail Program (RTP) and is working on the area that connects Kearsarge Avenue to Houston Fields. He emphasized the importance of obtaining easements on each privately-owned property along the trail, and either easements or permissions on Town-owned property, so the trails will always be protected. With their ongoing work to connect the sections of the trail, Mr. White noted that they are working with the Town to get five easements for the properties that lie within the designated area for this section of the trail. Mr. Donohoe asked who pays for trail maintenance, and Mr. White replied that the Concord-Lake Sunapee Rail Trail group is currently responsible for maintenance, adding that they have had a series of 5K races expressly for the purpose of raising funds for trail maintenance. He noted that, if the Concord-Lake Sunapee Rail Trail group ceased to exist, he believes the language in the easements is such that the easements would convey to any other subsequent trail groups, moving forward. After a brief discussion of future trail sections to be completed, the Board decided it would be best to present warrant articles for all the sections at the next Town Meeting. Mr. White noted he would contact the attorney for the Concord-Lake Sunapee Rail Trail to prepare the documentation in time to have the Board finalize warrants in January. Mr. Traum asked if there were any public comments, so Resident Bob LaPree asked about the potential for further development of the Little Tooky Trail. After a brief discussion, the Board and Mr. White exchanged thanks.

V. OLD BUSINESS:

A. Follow-up on the School Board/Select Board Joint Meeting: Mr. Cass will be meeting with Mike Flynn, School Superintendent, this week; they will be discussing the George Park maintenance plan.

B. Class VI Road Policy: Mr. Lipoma highlighted that the Class VI Road Committee meetings are going well and the plan is to wrap up at their next meeting. He noted that, although no recommendations have been made, the Committee has discussed whether some roads might be potential candidates for reclassification as Class A trails. He added that, with a few possible exceptions, such consideration should be handled by the Trails Committee and the Conservation Commission. Regarding the Class VI Road Building Policy, Mr. Lipoma suggested that the general purpose of having a building policy is to set guidelines and criteria for when and how building permits would be allowed. He then presented an overview of the policies of some other New Hampshire municipalities, particularly with regard to road maintenance and upgrades, noting that there isn't a great deal of uniformity among the towns' policies. A brief discussion of Mr. Lipoma's findings ensued, and it was emphasized that there would need to be a written policy in place, so when people come to the Board, there is a clear understanding of the expectation for the condition of the road and road maintenance. Resident

Bonnie Christie commended Mr. Lipoma for his and the Class VI Road Committee's work on this informative project. Resident Katherine Mitchell noted that she had also done some research on Class VI road building policies of other New Hampshire towns, and recommended the Board take a look at Durham's policy. With no further questions or comments, Mr. Traum thanked Mr. Lipoma.

C. The Board members discussed the details of their availability for the election on Tuesday, November 8, from 7:00 a.m. to 7:00 p.m., at the Hopkinton Middle High School.

VI. NEW BUSINESS:

There was no new business.

VII. TOWN ADMINISTRATOR UPDATES:

Mr. Cass shared the following updates:

- The CIP requests are all in and the CIP Committee has met twice; they will meet again on Wednesday, November 2
- All the Department Head budgets are in; he will meet with each person over the next few days to review budgets
- Initial entry of Operating Budget figures shows a 6% increase
- Working on sales of tax-deeded properties; some previous owners or their heirs are interested in purchasing
- The surveyor is still working on the Horseshoe Tavern
- The petition layout is in the works and the title search should be completed this week
- He completed online Health Officer training last week, and in-person training will be completed this week
- He will be participating in a workshop on funds that can be used for rental and tax payment assistance
- After multi-town Zoom meeting with Comcast, it looks like the request by YCN for a community access cable channel would be complicated, as the towns are in multiple hubs

VIII. PUBLIC FORUM:

Bonnie Christie shared the following:

- There was good interest and turnout at the "Let's Talk Trash" event at the Hopkinton Library; she complimented Jolene Cochrane for her work on the project
- NH Solid Waste Management Plan recently updated and released by the NH Department of Environmental Services (DES); she recommended this as framework for a municipal solid waste management plan
- Recommended another committee draft this plan, as it would not be part of the Waste Reduction Committee's charge

Bob LaPree shared the following:

- Would like Hopkinton residents to have direct access to power generated by the Contoocook hydro dam
- Would like the Hopkinton School District to install photovoltaic panels on the schools
- Advocate of solar panels on homes and tax exemption for those who have invested in them
- Pleased with the traffic calming demonstration in Hopkinton Village and recommends a similar setup in Contoocook Village

In response to Mr. LaPree’s concerns, Mr. Traum highlighted that the Town is forming an Energy Committee to address a variety of topics, such as the hydro dam and solar power, and added that the School Board has just established a similar committee for the School District.

IX. OTHER:

There was no other business.

X. NONPUBLIC SESSION:

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

Mr. Whitley 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. Lipoma seconded the motion.

ROLL CALL VOTE:

Ken Traum	Yes
Jeffrey Donohoe	Yes
Steven Whitley	Yes
Thomas Lipoma	Yes

MOTION PASSED 4-0.

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 6:31 p.m.

XI. ADJOURNMENT

There being no further business, Mr. Whitley moved that the meeting be adjourned. Mr. Donohoe seconded the motion. All members voted in favor and the meeting was declared adjourned at 6:31 p.m.

Respectfully submitted,

Cara Johnson
Administrative/Assessing Assistant