



Town of Hopkinton

Office of Select Board

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

**SELECT BOARD
PUBLIC MEETING MINUTES
Monday, April 11, 2022
Approved**

CALL TO ORDER:

Chair Dunlap called this meeting of the Select Board to order at 6:00 p.m. on Monday, April 11, 2022. With the meeting being held at Town Hall, Chair Dunlap introduced the members of the Board.

Select Board

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

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

Public Present: Nicholas Goulas, Jr.; Louise Carr; Don Houston; Katherine Mitchell; and Robert Clay

POINTS OF PRIDE:

Mr. Cass expressed appreciation for the work being done by Christine Johnson, Deputy Town Clerk/Tax Collector; Pat LaPree, Assistant Town Clerk/Tax Collector; and Cara Johnson, Administrative/Assessing Assistant, to keep the Town Clerk/Tax Collector's Office running smoothly. He added thanks to Sue Strickford and Tina Hoyt, for providing a surprise lunch for the department personnel in Town Hall, who are all supportive of the TC/TC Office team. Mr. Cass also noted how nice it was to have the group gather for a lunch break together.

Mr. Traum added his thanks to the Hopkinton Police Association and the Contoocook Chamber of Commerce for bringing the fireworks tradition back to Hopkinton later this year.

ADMINISTRATIVE:

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

TOWN OF HOPKINTON - SELECT BOARD CONSENT AGENDA APRIL 11, 2022			
<u>ITEM</u>	<u>DATE</u>	<u>ACTION</u>	<u>COMMENT</u>
AP MANIFEST	-	-	-
AP MANIFEST DATED - 4/11/2022 - CH #S 70492-70515	4/11/2022	APPROVE	\$97,654.11
AP MANIFEST DATED - 4/11/2022 - CH #S 70516-70535	4/11/2022	APPROVE	\$13,708.33
PAYROLL	-	-	-
EMPLOYEE PAYROLL	4/11/2022	APPROVE	\$84,638.31

CHECKS: \$4,169.09	-	-	-
DIRECT DEPOSIT: \$80,469.22	-	-	-
	-	-	-
TRANSFER OF FUNDS FOR EXPENDITURE REIMBURSEMENT	-	-	-
SEWER FUND ACCT TO GEN OP FUND ACCT - 3/2022	4/11/2022	APPROVE	\$15,322.35
HUM SERV DONATION AND ENERGY ACCTS TO GEN OP FUND ACCT - 1-3/2022	4/11/2022	APPROVE	\$2,602.95
REC REVOLVING FUND ACCT TO GEN OP FUND ACCT - 1-3/2022	4/11/2022	APPROVE	\$7,498.67
PAYMENT FROM CAP RESERVE FUNDS FOR EXPENDITURE REIMBURSEMENT			
POLICE VEH-EQUIP/SEWER SYSTEM-SLUDGE REM/PW-HWY VEHICLES FUNDS TO GEN OP FUND 1-3/2022	4/11/2022	APPROVE	\$122,280.00
CURRENT USE APPLICATIONS			
221-035-000 - PINE ST - 5.32 ACRES - DREIBHOLZ/BICKFORD	4/11/2022	APPROVE	
221-039-000 - PINE ST - 7.13 ACRES - DREIBHOLZ/BICKFORD	4/11/2022	APPROVE	
SOLAR EXEMPTION APPLICATIONS			
253-002-001 - 804 SOUTH RD - BURRELL	4/11/2022	APPROVE	\$5,000.00
211-004-000 - 1733 HATFIELD RD - HANCOCK/KEEFE-HANCOCK	4/11/2022	APPROVE	\$10,000.00
OTHER			
HEALTH OFFICER NOMINATION FORM - RENEWAL - NEAL CASS	4/11/2022	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL - RACHEL BERUBE	4/11/2022	APPROVE	
RIGHT TO BURY #1176 - VIRGINIA & JACK FRIBERG - PUTNEY HILL - GN-2-1	4/11/2022	APPROVE	
RIGHT TO BURY #1177 - GEORGE A STANTON - OLD HOPKINTON - MG	4/11/2022	APPROVE	

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

The Board reviewed the Public Meeting Minutes of Monday, March 28, 2022. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Public Meeting Minutes of March 28, 2022.

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

The Board reviewed the Nonpublic Meeting Minutes of Monday, March 28, 2022, Session I. Mr. Traum made a motion, seconded by Chair Dunlap, to approve the Nonpublic Meeting Minutes of March 28, 2022, Session I, and noted that they were sealed.

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

The Board reviewed the Nonpublic Meeting Minutes of Monday, March 28, 2022, Session II. Mr. Traum made a motion, seconded by Chair Dunlap, to approve the Nonpublic Meeting Minutes of March 28, 2022, Session II, and noted that they were sealed.

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

The Board reviewed the Public Meeting Minutes of Saturday, April 2, 2022. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Public Meeting Minutes of April 2, 2022.

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

The Board reviewed the Nonpublic Meeting Minutes of Saturday, April 2, 2022. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Nonpublic Meeting Minutes of April 2, 2022, and noted that they were sealed.

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

PUBLIC APPOINTMENTS:

Nicholas Goulas, Jr., of 1483 South Road, began with a PowerPoint presentation highlighting sketched, satellite, 1927 and 1985 United States Geological Survey (USGS) images of the particular area of focus, South Road and Old South Road. He noted that, beginning from the intersection with Main Street, if you head down South Road toward Dunbarton and Weare, there are approximately two miles of South Road that are paved, followed by about a half mile that is dirt, before it reaches a fork, at which point, straight ahead lies Old South Road, a Class VI road, which leads to Dunbarton, and, at about a 90 degree turn at the fork, South Road continues, until it meets the Weare town line. Although he commended the Highway Department for their outstanding seasonal maintenance of the dirt portion of South Road, he requested the Town consider widening and paving Old South Road and reclassifying it as a Class V road, so it would become the primary route between Hopkinton, Dunbarton, and adjacent Weare, pointing out that he has witnessed trucks having difficulty navigating the narrow road with sharp turns. He showed a variety of photos depicting the views from the intersections of Old South Road, which becomes Old Hopkinton Road at the Dunbarton town line, and Route 77 (his proposed through route) and South Road, which becomes Boyce Road at the Weare town line, and Route 77, and said that Old South Road appears to be a much safer alternative, with a clear view of oncoming traffic, adding that it would also be a safer route for emergency vehicles. After showing a series of slides taken from a variety of locations along the two routes, Mr. Goulas noted that, although he did not know the particulars on zoning, if Old South Road were to be improved and reclassified, he could potentially subdivide his property, which fronts on South Road, creating three lots that would front on Old South Road. Discussion ensued among the Board members and Mr. Goulas, regarding the specifics of Class VI roads and the question of why this route, which was once the throughway, was not completed, and Mr. Cass suggested Mr. Goulas read through Town Reports to learn the history of decisions on the road. After reviewing the options of the steps involved in petitioning the Select Board or bringing the request to Town Meeting next year, the Board and Mr. Goulas exchanged thanks.

OLD BUSINESS:

Regarding the Request for Qualifications (RFQ) for the Houston Barn, the Board and Mr. Cass discussed the details of the RFQ, and it was agreed that the members of the former Houston Barn Committee should participate in the selection process, in an advisory capacity, with the decisions being

made by the Select Board. After a small addition to the verbiage of the RFQ, it was agreed the ad would go to the public next week.

Moving next to the update on the sale of the donated Blackford property, Mr. Cass shared that he had confirmed with Town Counsel that the Warrant Article gives the authority to complete the sale process as the Board decides. The Board and Mr. Cass reviewed and discussed the details of bid acceptance, and Mr. Cass added that they will be able to post the sale after the deed is received by the Town.

At three months into the year, Mr. Cass noted there wasn't much to share, but said that the Town had received a payment in lieu of taxes (PILOT) and highlighted that the PILOT agreement was made nearly forty years ago, so he made a note that it would be a topic for discussion this fall. Other than a question he had on the placement of a miscellaneous check in the revenue section, Mr. Cass said that revenues were where they would be expected at this point in the year. On the expenses side, he noted that although a few areas were running a bit high, they were typical of the first quarter of the year, when certain expenses, such as the audit, revaluation pickups, and health insurance premiums are paid. He added that establishing the Trust Fund, per Warrant Article 8, was also completed in the first quarter. Mr. Traum noted a few corrections and changes to be made, and confirmed that the overtime in the Public Works Department was primarily due to the number of weekend storms. Mr. Cass added that it is typical for overtime to be greater in the first months of the year.

NEW BUSINESS:

Regarding Don Houston's request for permission to continue (his) maintenance of the portion of the Class VI road adjacent to his property, Mr. Donohoe asked if six feet, which was the width requested previously, is enough to work on the road. Mr. Houston responded that eight feet is needed to get his trailer through and keep the brush down. Mr. Donohoe made a motion, seconded by Mr. Traum, to allow Mr. Houston to maintain the Class VI portion of Cross Road, at eight feet wide, for the benefit of his home, tractor, and trailer, in perpetuity.

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

TOWN ADMINISTRATOR UPDATES:

Mr. Cass shared that the Hopkinton Police Association had submitted a request to the Town for a \$15,000 contribution toward the fireworks display in September. Mr. Cass noted that the Town had not budgeted for this, but some of the Board members said they would think about it. Regarding the properties being auctioned by the Town, Mr. Cass said tax work is progressing with St. Jean, the auction company, and regarding the Town employee health insurance, figures are being submitted by the companies under consideration, so fair comparison can be made with the guaranteed maximum of the current provider. Mr. Traum inquired about the Transfer Station sewage lagoons, and Mr. Cass confirmed that there would be a site visit with the Department of Environmental Service (DES) on Wednesday, and the Town would be looking into grants to cover the testing and other requirements.

PUBLIC FORM:

Katherine Mitchell, of 1677 Bound Tree Road, expressed concern over the precedent that may be set by approving the reclassification of Class VI roads and how reclassification could affect the rural character of the town. Referencing the information presented by Mr. Goulas earlier in the evening, Ms. Mitchell added her concern over the potential impact of his possible proposal of subdividing his property and adding three lots. Mr. Whitley noted that, if Mr. Goulas were to petition the Select

Board, a Public Hearing would be required before any decision could be made, and if this were the case, Mr. Whitley encouraged Ms. Mitchell to attend any Public Hearings.

Louise Carr inquired about the status of the solar panel project at the Transfer Station and Mr. Traum said that it is still in the works. He added that it is a private company interested in leasing the land, so it is up to that company to complete all the necessary steps. Mr. Traum noted that the company updates the Town quarterly of their intentions. Ms. Carr asked if Webster would benefit more from the leasing of land, if more of the panels would be located on the Webster portion of the land, and Mr. Cass confirmed that the company leasing the land would pay each town for the portion of land that lies within each town.

NON-PUBLIC SESSION - RSA 91-A: 3 II (a) Personnel

Ms. Dunlap moved to go into a non-public session to discuss a personnel issue under the provisions of Nonpublic Session RSA 91-A: 3 II (a). Mr. Traum seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 7:23 p.m. The Board returned to public session at 8:02 p.m.

Vote to seal nonpublic minutes:

Mr. Whitley 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. Ms. Dunlap seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:02 p.m.

Respectfully submitted,

Cara Johnson
Administrative/Assessing Assistant