



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

Fax: (603) 746-3049 Web: hopkinton-nh.gov

SELECT BOARD PUBLIC MEETING MINUTES MONDAY, JANUARY 7, 2019 APPROVED JANUARY 22, 2018

CALL TO ORDER

Chairman Jim O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, January 7, 2019, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board.

Members Present: Jim O'Brien, Chair; Ken Traum, Vice-Chair; Sara Persechino, Sabrina Dunlap and Steven Whitley

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

Public Present: Sam Greene and Brenda Pabon, DRA; Jeff Earls, Cross Country Appraisal, Steve Lux, Jean Lightfoot, Tina Hoyt, Janet Krzyzaniak, Ginni Haines, and Joyce Bossie

Jim O'Brien led those in attendance in the Pledge of Allegiance.

POINTS OF PRIDE

Mr. Cass highlighted the Highway Department, stating that although we have not had big storms this winter season, the Highway Department has been out salting and sanding, so that the buses can pick up and drop off children and residents can travel the roads safely.

Mr. Traum stated that Paula Simpkins did a great job on the 1st Day Hike at the Kimball Cabins.

Mr. Whitley stated that Jim O'Brien did a great job on his radio interview.

Mrs. Krzyzaniak wanted to highlight all the employees and some of the residents that have stepped up and helped to clean the town buildings while we search for a new company/individual to take over the cleaning duties.

ADMINISTRATIVE

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

CONSENT AGENDA January 7, 2019**ACCOUNTS PAYABLE MANIFEST**

2018 Manifest	\$43,743.87
2018 Manifest	\$82,237.87
2019 Manifest	\$8,088.14
2019 Manifest	\$1,059,878.76

PAYROLL	\$83,334.18
----------------	-------------

BUILDING PERMITS

Jane & Timothy Britain 193 Hedgerose Ln renovate basement
Hopkinton State Fair Map 222 Lot 79 12x22 & 10 x 12 storage
shed

Charles Head 79 Briar Hill Rd 13 x 13 -11 attached deck

TRANSFER OF FUNDS

Sewer Fund #200 to General Fund	\$9,845.04
Public Safety Revolving Fund #801 to General Fund	\$3,032.32
Recycling Account #802 to General Fund	\$1,440.91
Slusser Center Rental Expense #301 to General Fund	\$100.00
Human Services-Donations #300 to General Fund	\$1,298.00
Human Services-Energy #300 to General Fund	\$515.12

INTENT TO CUT

George Beardsley Map 230 Lot 9

SEWER ABATEMENT

Amy Deutsch Map 101 Lot 50	\$253.98
----------------------------	----------

VETERAN'S CREDIT

Nicholas Zachos 115 Pine Street

Sympathy Card

2018 Equalization Municipal Assessment Data Certificate**PAF**

Jason S Ekstrom hire FT Highway

TIMBER WARRANT

Johnson & Scura Map 207 Lot 27

\$159.23

The Board reviewed the Select Board Meeting Minutes of Wednesday, December 26, 2018. Mr. Traum made a motion, seconded by Ms. Persechino to approve the Public Meeting Minutes of December 26, 2018

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

The Board reviewed the Non Public Select Board Meeting Minutes of Wednesday, December 26, 2018. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Non Public Meeting Minutes of December 26, 2018.

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

APPOINTMENTS:

Sam Greene and Brenda Pabon, Department of Revenue Administration and Jeff Earls, Cross Country Appraisal were in to discuss the upcoming 2019 revaluation of the town, which is done every five (5) years to bring the assessment up to 100%. Mr. Greene stated we are currently at 88.8% and as the goal is 100%, the expectation is for an increase in value. Discussion ensued with regards to the process, noting that notices will be send, hearing appointments will be held if there are questions or concerns and the assessors will be driving around the neighborhoods, verifying information on the property card. Mr. Greene also stated that the DRA checks the work, as well as our contract with Cross Country Appraisals to ensure that the work is done correctly. The DRA may also attend some of the public hearings and will issue a report to Cross Country and then to the Town. Mr. Greene stated that the last revaluation there were a few issues with current use, in that some information was not available. It was noted that solar panels and arrays will be assessed in 2019. Discussion ensued, regarding religious, educational and charitable organizations. Discussion ensued, with regards to the campground tax. Chairman O'Brien thanked Mr. Greene, Ms. Pabon and Mr. Earls for coming in to meet with the Select Board tonight.

Jean Lightfoot and Ginni Haines, Supervisors of the Checklist

Ms. Lightfoot and Ms. Haines were in to discuss the possible options for moving the Supervisors of the Checklist to the Town Hall now that the Town Clerk/Tax Collector's Office has moved to the Town Hall. Ms. Lightfoot thanked the members of the Board that have toured the current location of the Supervisors Office and she thanked Mr. Cass for showing her the possible area

that they can move to at the Town Hall. Ms. Lightfoot supplied the Board with written information as to what they will need. They requested that if the space is to be shared with another committee, they would like a calendar, so that they can schedule their time, as the Supervisors have some required dates to meet. They also requested that they not be moved to close to election time. Chairman O'Brien inquired if they had any concerns about moving to the Town Hall. Ms. Lightfoot stated they are to travel to the new Town Clerk/Tax Collectors office now. Ms. Haines stated she thinks it is a great idea to move to the Town Hall.

OLD BUSINESS

Preparation for discussion with AG's office

Mr. Traum stated he spoke with Tom Donovan of the AG's office about the process to sell the Bates Building, negotiations involved and how the proceeds would be disbursed. Discussion ensued, with regards to whether negotiations should be in open session or closed session. Mr. Whitley stated he believed open session and inquired why it would be closed. Mr. Traum stated we can go into close session for negotiations. Mr. Whitley stated he would like the process to be as transparent as possible. Discussion ensued, with regards to the possible proceeds from the sale of the Bates building. Mr. Traum proposed 50% to the library and 50% towards the improvements at the Town Hall. Mr. Whitley agreed with that proposal, but would add that if there is any money left after the Town Hall improvements that those funds go to the library. Discussion ensued, with regards to giving the library half the proceeds when the insurance is covering the damage from the fire and they have also received additional donations. Mr. Traum stated the original intent of the gift of the building was for the library, and this fulfills that requirement. The Board agreed to have Ms. Dunlap and Mr. Traum continue to work on this.

NEW BUSINESS

Town Meeting Warrant Draft Review

The Board reviewed the draft Town Meeting Warrant. Discussion ensued with regards to Article #9 Authorization to Sell the Bates Building. Mr. Cass will make the wording clearer.

PUBLIC FORUM

Tina Hoyt inquired as to when the deadline is for Petition Warrant Articles to be in. Mr. Cass stated Tuesday, February 5, 2019.

TOWN ADMINISTRATOR UPDATES

Mr. Cass stated he has spoken to Police Chief Steve Pecora with regards to the leash law and Police Chief Pecora feels the state statute is sufficient.

Mr. Cass stated we received a letter from Primex informing us of a premium holiday for workers compensation, which means we will be receiving a credit in the amount of \$37,593.75.

Mr. Cass inquired if February 27, 2019 would be good for the Board to host Senior Lunch. As that is school vacation week, Mr. Cass will try to get another date.

OTHER

Ms. Persechino inquired about a check for the Contoocook Chamber of Commerce. Mr. Cass stated that the check was issued and mailed to them.

ADJOURNMENT

There being no further business, the Chair declared the meeting adjourned at 7:38 p.m.

Respectfully submitted,

Robin Buchanan

Administrative Assessing Assistant