



Town of Hopkinton

Office of Select Board

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**SELECT BOARD
PUBLIC MEETING MINUTES
Tuesday, February 18, 2020
Approved March 2, 2020**

CALL TO ORDER

Chairman O'Brien called this regular meeting of the Select Board to order at 5:40 p.m. on Tuesday, February 18, 2020, in the Dunlap Room at the Town Hall. Chairman O'Brien introduced the members of the Board.

Members Present: Jim O'Brien, Ken Traum, Sabrina Dunlap, Steven Whitley and Anna Wells.

Staff Present: Neal Cass, Town Administrator, and Robin Buchanan, Administrative Assessing Assistant, and Fire Chief Jeff Yale.

Public Present: Norm Goupil, Jim Fredyma, John Millette, Steve Lux, Jr., Chris Gow, Kevin Culpon, Chris Boudette and several members of the Hopkinton Fire Department.

Fire Chief Jeff Yale led the Pledge of Allegiance.

APPOINTMENTS:

Fire Department Swearing in of Officers:

Chairman O'Brien stated that it is a great achievement for the Hopkinton Fire Department to promote not one but two members of the Fire Department to Officers.

Fire Chief Jeff Yale thanked everyone for their support of the Fire Department. He noted the hard work and dedication of both men that are being promoted tonight.

Fire Chief Jeff Yale gave a brief history of Christopher Gow's career. Chairman O'Brien administered the oath to Christopher Gow as a Fire Lieutenant/AEMT.

Fire Chief Jeff Yale gave a brief history of Kevin Culpon's career. Chairman O'Brien administered the oath to Kevin Culpon as a Captain/Paramedic. Chairman O'Brien called for a 10 minute recess before beginning the regular meeting.

At 6:00 pm Chairman O'Brien reconvened the meeting.

POINTS OF PRIDE:

Mr. Cass stated that he wanted to highlight everyone who helped with the elections on Tuesday, February 11, 2020. He noted the custodians at the school, the Highway Department, Town Clerk Tax Collector Carol Harless, Deputy Town Clerk Tax Collector Deborah Norris, Town Clerk/Tax Collector Assistant Cara Johnson, all the Ballot Clerks, Moderator Bruce Ellsworth and the Supervisors of the Checklist. Mr. Traum thanked the Budget Committee for their presentation at the Public Hearing on the Town and School budgets, which took place on February 12, 2020. Chairman O'Brien thanked Mr. Traum for all his work on the Budget Committee.

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. Discussion ensued with regards to the building permit from Vertical Bridge.

Consent Agenda 02-18-2020

ACCOUNTS PAYABLE MANIFEST	\$1,415,475.43
	\$80,337.89

PAYROLL MANIFEST	\$79,332.61
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BUILDING PERMITS

- Julie Voisin 633 Maple St deny
- Bruce Gamsby 913 Pine Street single family home w/barn/garage
- Karl Tobiason, Glen Tobiason 734 E Penacook Rd Home business
- William Palizzolo 1555 Hopkinton Rd 280sf shed
- Vertical Bridge Reit extend height of tower by 10 ft, install antenna

TRANSFER OF FUNDS

Elderly Exemption

Wilmont White Map 202 Lot 37

Veteran's Credit

- Wilmont White Map 202 Lot 37
- Richard Vitagliano Map 203 Lot 19
- Beth Vitagliano Map 203 Lot 19
- Doug Haskell Map 225 Lot 14.5

Personnel Action Form

Tammy Junkins-Resignation

Yield Tax

White Plains Leasing, Christopher White Map 210 Lot 10

APPOINTMENTS

Kevin Culpon Fire Captain/Paramedic
Christopher Gow Fire Lieutenant/AEMT

INTENT TO CUT

Gardens to Imagine Map 228 Lot 16 & 17
Don Houston Map 227 Lot 30.1

ABATEMENT

John Holden property deeded to Town 434 Brockway Rd

The Board reviewed the Select Board Meeting Minutes of Monday, February 3, 2020. Mr. Traum made a motion, seconded by Ms. Dunlap, to approve the Public Meeting Minutes of Monday, February 3, 2020.

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

The Board reviewed the Non Public Select Board Meeting Minutes of Monday, February 3, 2020, Session I. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Non Public Meeting Minutes of Monday, February 3, 2020, Session I.

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

The Board reviewed the Non Public Select Board Meeting Minutes of Monday, February 3, 2020, Session II. Mr. Traum made a motion, seconded by Mrs. Wells, to approve the Non Public Meeting Minutes of Monday, February 3, 2020, Session II.

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

The Board reviewed the Non Public Select Board Meeting Minutes of Monday, February 3, 2020, Session III. Mrs. Wells made a motion, seconded by Ms. Dunlap to approve the Non Public Meeting Minutes of Monday, February 3, 2020, Session III.

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

OLD BUSINESS:

Request for Warrant Article to amend Disabled Service Connected Veteran Exemption:

John Millette was in to request that the Board consider increasing the Town's Service Connected Disability Veteran's credit to the maximum of \$4,000.00. It was noted that it is currently at \$2,000.00 off the amount of the bill due. Mr. Millette related that he has purchased a home in Hopkinton with the help of the Veteran's Administration. He noted that he is grateful for all the help that he has received. He thanked the Board for their time.

Discussion ensued, with regards to increasing the amount of the credit. Mr. Traum made a motion, seconded by Ms. Dunlap to recognize Article 11 in the draft copy of the 2020 Town Warrant as written.

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

Chairman O'Brien stated that the Article will be brought forward at Town Meeting on Saturday, March 21, 2020.

Finalization of Solar Exemption Warrant Article: Mr. Cass noting in answer to a question at the last meeting, that if we change the exemption amount, we are readopting the RSA with the new language. However, the way to avoid that is to add an asset value, which was written in at \$50,000.00. Discussion ensued, with regards as to how much the asset value should be and it was noted that the statute does not separate residential from non-residential systems.

Mr. Traum made a motion to recommend Article 12 as written, except to change the asset value from \$50,000 to \$25,000. Mr. Whitley seconded the motion.

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

Finalization and Signature of Town Meeting Warrant and presenters:

Mr. Cass noted that Article 3: Bond Issue for Road, Bridge, and Culvert Rehabilitation is a ballot vote and will require the ballot box be open for one (1) hour. Mr. Cass also noted that Article 7 which is the Adoption of Official Ballot Referendum Form of Meeting (known as SB2) which will also require ballot vote. Discussion ensued, with regards to moving Article 7 to Article 4.

Discussion ensued with regards to SB2. Mr. Whitley noted that participation drops in towns that adopt SB2. Ms. Dunlap stated that she has not heard good things about SB2 from towns that have adopted it. She further stated it leaves no room for discussion or to make amendments.

Ms. Dunlap made a motion to NOT recommend Article 7. Mr. Traum seconded the motion.

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

APPOINTMENTS (continued):

Public Hearing: Road Bond

Chairman O'Brien read the following notice: Pursuant to the Municipal Finance Act, RSA Chapter 33, specifically RSA 22:8-a, the Hopkinton Select Board will hold a public hearing to discuss the issuance of bonds or notes in an amount not to exceed \$2,200,000 for the purpose of rehabilitating existing town roads, bridges, and culverts. The hearing will take place on Tuesday, February 18, 2020 at 6:30 pm.

At 6:34 pm, Chairman O'Brien opened the hearing for public comments. Jim Fredyma stated that he is in favor of the road bond, as he believes it is an important step toward improving our infrastructure.

It was noted that the last bond was taken out four (4) years ago in the same amount as the proposed bond.

Mr. Traum gave a presentation of what will be presented at Town Meeting in regard to the Road Bond. He noted that we are requesting \$2,200,000 and that it will not have a tax impact until 2021. Mr. Traum noted that the following factors impacted the Board's decision to request the Road Bond: Stickney Hill Road was closed because the "bridge" was not safe for traffic, the culvert planned for Briar Hill Road was used on Stickney Hill Road leaving two (2) culverts needing to be replacement and a metal plate over a major culvert on Kearsarge Ave. needs to be replaced.

Chairman O'Brien inquired if there were any further comments from the public. As there were no further comments, Chairman O'Brien closed the Public Hearing at 6:43 pm.

OLD BUSINESS (continued):

Finalization and Signature of Town Meeting Warrant and presenters:

Article 3: Bond Issue for Road, Bridge and Culvert Rehabilitation: Ms. Dunlap made a motion to recommend Article 3 as written, seconded by Mrs. Wells. It was noted that the Budget Committee also supports this Article.

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

Chairman O'Brien or Mr. Traum will present this Article.

Article 4: (previously 7) Adoption of Official Ballot Referendum Form of Meeting. This article was discussed previously and voted NOT to recommend. Mr. Whitley will present the Article.

Article 5: Operation Budget: Mr. Traum made a motion, seconded by Ms. Dunlap to recommend this Article.

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

Chairman O'Brien or Mr. Traum will present this Article.

Article 6: Appropriation to Capital Reserve Fund: Mr. Traum made a motion to recommend this article, seconded by Ms. Dunlap.

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

Mr. Traum will present this Article.

Article 7: Appropriations to Expendable Trust Funds: Mrs. Wells made a motion to recommend this Article. Mr. Traum seconded the motion.

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

Mr. Traum will present this Article.

Article 8: Authorization to Sell the Bates Building: Ms. Dunlap made a motion to recommend this Article. Mr. Traum seconded the motion.

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

Ms. Dunlap will present this article.

Article 9: Modification of Elderly Exemptions: Mr. Traum made a motion to recommend this Article. Mrs. Wells seconded the motion.

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

Mrs. Wells will present this Article.

Article 10: Adoption of Disabled Exemption: Mr. Traum made a motion to recommend this Article. Mrs. Wells seconded the motion.

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

Mrs. Wells will present this Article.

Article 11: Modification of Optional Service-Connected Total Disability: : Mr. Traum made a motion to recommend this Article. Ms. Dunlap seconded the motion.

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

Mrs. Wells will present this Article.

Article 12: Modification of Solar Exemption: Mr. Whitley made a motion to recommend this Article. Mrs. Wells seconded the motion.

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

Mr. Whitley will present this Article.

Article 13 Modify LUCT Percentage Allocated to Conservation Fund: Ms. Dunlap made a motion to recommend this Article. Mr. Traum seconded the motion.

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

Chairman O'Brien will present this Article.

Article 14: Clarifying Amendment to Hart's Corner TIF District Plan: This article will be discussed during the second Public Hearing tonight.

Article 15: Authorization to Expend from Pay-by-Bag Special Revenue Fund: Mr. Traum made a motion to recommend this Article. Ms. Dunlap seconded the motion.

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

Ms. Dunlap will present this Article.

Article 16: Authorization to Expend from Senior Center Rental Special Revenue Fund: Ms. Dunlap made a motion to recommend this Article. Mrs. Wells seconded the motion.

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

Ms. Dunlap will present this Article.

Article 17: Remove “Town Forest” Designation from Burnham Intervale Lot: This article will be discussed during an appointment with Ron Klemarczyk.

Article 18: New Hampshire Resolution for Fair Districting: Ms. Dunlap made a motion to recommend this Article. Mrs. Wells seconded the motion.

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

Ms. Dunlap will present this Article.

APPOINTMENTS (Continued):

Public Hearing re: TIF District Clarifying Amendment: Chairman O’Brien read the following notice: The Select Board will hold a Public Hearing to present and hear public comment on the proposed clarifying amendment to the Hart’s Corner Tax Increment Finance District and Plan of 2018. The amendment clarifies that TIF District Funds may also be used as part of multi-family residential development. The hearing will take place on Tuesday, February 18, 2020 at 7:00 pm.

Mr. Whitley stated the reason for this article is to clarify the language used to include residential housing development. He noted the current language is not clear. The language being proposed would include multi-family residential housing, which is in line with the original purpose of the TIF District.

Chairman O’Brien opened the hearing for public comment. Mr. Fredyma stated that he is in favor of this amendment. Chairman O’Brien inquired if there were any further comments. He closed the hearing at 7:05 pm.

Mrs. Wells made a motion to recommend Article 14, seconded by Mr. Whitley.

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

Mr. Whitley will present this article.

NEW BUSINESS:

TOWN ADMINISTRATOR UPDATES:

Mr. Cass noted that the Town Report will be sent to the printers on Friday, February 21, 2020.

Mr. Cass reminded the Board of the EDC meeting with Henniker on Thursday, February 20, 2020 at 6:00 pm.

Mr. Cass informed the Board that Sam Currier, Superintendent of Water/Sewer started today.

Mr. Cass noted that last week the furnace for the back office needed to be repaired and that today the furnace for the hall also had to be repaired.

He also noted that there is a letter from Arthur Cunningham in their packets.

APPOINTMENTS (continued):

Ron Klemarczyk Re: Warrant Article to remove Town Forest Designation: Mr.

Klemarczyk is in to discuss Article 17 with the Board. The Conservation Commission is proposing a land swap. Town owned lot located on Map 220 Lot 35, which is 12 acres on Pine Street to be swapped for land owned by Charles Rose located on Map 216 Lot 24, which is 15 acres located on Thain Road. Mr. Klemarczyk noted that the Thain Road property is land-locked with no legal access. He noted that the lot is now almost completely surrounded by one landowner who is offering to trade some of his property in another part of town for the 12 acres. The property is designated a "Town Forest", that designation would need to be removed before the swap could take place. Discussion ensued, with regards to the possibility that all those lots combined could create a 70 lot subdivision. Mr. Klemarczyk noted that he has no indication as to what Mr. Rose is doing with the property, if the swap goes through. Mr. Whitley stated that this land swap is a small part of a bigger package and we don't know the impact of that. Mrs. Wells stated she is not opposed to swapping the land, but agrees with Mr. Whitley. Mr. Klemarczyk stated that he will withdraw the Article at this time.

NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (e) Legal

Mr. Traum moved to go into a non-public session to discuss on-going litigation under the provisions of Nonpublic Session RSA 91-A: 3 II (c). Ms. Wells seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Dunlap, Whitley, and Wells 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 7:45 p.m. The Board returned to public session at 7:55 p.m.

These minutes were not sealed.

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

Mr. Traum 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). Ms. Wells seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Dunlap, Whitley, and Wells 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 7:55 p.m. The Board returned to public session at 8:02 p.m.

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These minutes were not sealed.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:03 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant