



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, July 13, 2020
Approved August 3, 2020**

CALL TO ORDER

Chair Dunlap called this regular meeting of the Select Board to order at 5:31 p.m. on Monday, July 13, 2020, via Zoom. Chair Dunlap introduced the members of the Board.

Members Present: Sabrina Dunlap, Ken Traum, Steven Whitley, Anna Wells and Jeffrey Donohoe through video conference.

Staff Present: Neal Cass, Town Administrator, and Robin Buchanan, Administrative Assessing Assistant through video conference.

Public Present: Candie Garvin, Darryl Peasley, Sherry Gould, M Wright, Lynda Kimball, Gary (no last name), Jean Lightfoot, Bonnie Christie, Ted Wells, Joan Mirantz, and Laurie Storey-Manseau

DECLARATION OF CHAIR: Chair Dunlap read the Right to Know Law Meeting Checklist as follows: As Chair of the Hopkinton Select Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12, pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means.

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-646-558-8656 and meeting ID: 377 225 532, or by clicking on the following website address: <https://zoom.us/j/377225532>.

b) Providing public notice of the necessary information for accessing the meeting.

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on Town of Hopkinton's website: www.hopkinton-nh.gov and on the Town of Hopkinton's Facebook page.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.

If anyone has a problem, call (603) 746-8242 or email: townadmin@hopkinton-nh.gov.

d) Adjourning the meeting if the public is unable to access the meeting.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote. Let us start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Sabrina Dunlap and I am alone
Ken Traum and I am alone
Anna Wells and I am alone
Steven Whitley and I am alone
Jeffrey Donohoe and I am alone

EXPLANATION OF ZOOM:

There are several things about Zoom that will be helpful to know:

- This meeting is being recorded and will be available to watch at a later time. The link to watch will be on the Town website.
- The Select Board is unmuted, but all others are muted. If you have a question during the meeting use the chat feature to let the hosts know you have a question. The chat only goes to the hosts so off-line conversation cannot take place.
- During Public Forum, the line will be unmuted to allow participants to speak. Please be respectful of each other as we try to manage this.

Thank you in advance for your cooperation.

POINTS OF PRIDE:

Mr. Cass stated he received a call from Cemetery Sexton Joe Tristaino telling Mr. Cass that he had asked the Highway Department if they could come clean up a large limb that had fallen in the Contoocook Cemetery and they did so right away. Mr. Tristaino wanted Mr. Cass to know that he very much appreciated the Highway Department responding to his call so quickly and efficiently.

Chair Dunlap stated that she wanted to thank Bruce Ellsworth and Mr. Cass for all the work that they have done to ensure that the upcoming Town Meeting goes well. She noted that Mr. Cass has been working long hours and she appreciates all that he does. Mr. Traum echoed Chair Dunlap and the Board thanked Mr. Cass for all his work.

Mrs. Wells stated that although she does not know who started the Shared Harvest Program, but thanked them for doing so. Shared Harvest is a program that connects people who have a surplus of vegetables and eggs from their gardens and chickens with people in need of those products.

ADMINISTRATIVE

Select Board Meeting July 13, 2020

The Board reviewed documents for signature and approved (5-0) the Consent Agenda and approved Mr. Donohoe to sign for the Board, taking the following action on a motion made by Mr. Donohoe and seconded by Chair Dunlap. Discussion ensued, with regards to removing two of the appointments until the applications can be looked at. The Board agreed to remove two of the appointments until the next meeting.

**Town of Hopkinton - Select Board
Consent Agenda
July 13, 2020**

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
ACCOUNTS PAYABLE			
AP Manifest CH# 64475-64516	7/13/2020	Approve	\$146,548.78
Hopkinton School District ACH Payment-July	7/13/2020	Approve	\$1,365,553.00
BUILDING PERMITS			
208-063-000 16 South Shore Drive	7/13/2020	Approve	Construct a detached 15x25 carport
222-055-000 586 Kearsarge Avenue	7/13/2020	Approve	Construct a single family residence with attached garage
APPOINTMENT TO OFFICE			
Zoning Board of Adjustment Alternate	7/13/2020	Approve	Dulcie Madden Lipoma - 2 years

ROLL CALL VOTE:

Sabrina Dunlap Yes
 Ken Traum Yes
 Steven Whitley Yes
 Anna Wells Yes
 Jeffrey Donohoe Yes

MOTION PASSED 5-0.

The Board reviewed the Select Board Meeting Minutes of Monday, July 6, 2020. Chair Dunlap stated that on Page 7, paragraph 7, last sentence, she would like it to be made clear that it was Ms. Bender’s opinion that the fatalities of COVID is lower than the number of fatalities for the flu. Mr. Traum made a motion, seconded by Mr. Donohoe, to approve the Public Meeting Minutes of Monday July 6, 2020, as amended.

ROLL CALL VOTE:

Sabrina Dunlap Yes
 Ken Traum Yes
 Steven Whitley Yes
 Anna Wells Yes
 Jeffrey Donohoe Yes

MOTION PASSED 5-0.

APPOINTMENTS:

Darryl Peasley, Sherry Gould, and Mary Wright RE: Abenaki Trail: Ms. Gould stated that they are coming to the Town with an idea for a project they would like to pursue. She stated that Hopkinton now recognizes Indigenous People's Day and she noted the Putney Cemetery Walk by the Historical Society at the Putney Hill Cemetery. She stated that she, Darryl, and Mary are all members of the Abenaki Indians, and they are making a tribal effort to identify different Abenaki Villages in the State, in hopes of building a trail from town to town to highlight their history. She stated they want to do something positive and this seemed like a good place to start. She noted that Hopkinton is the first town they have approached. Mr. Whitley inquired if there was a village located in Hopkinton. Ms. Gould replied there was an actual village in the western part of Hopkinton, also near Putney Hill Road and in the eastern area of Henniker. Mr. Peasley noted that he has lived in Hopkinton all his life and there have been discovery of artifacts and daily life of the Abenaki tribe in Hopkinton.

Chair Dunlap thought it was an awesome idea. Mr. Traum, also noting the Historical Society's presentation, likes the concept and encouraged the group to work with the Historical Society. Mr. Whitley, Mrs. Wells, and Mr. Donohoe all agreed it is a worthwhile project. Chair Dunlap encouraged the group to move forward and come back with a plan. Mrs. Wells suggested signage at the gazebo, at the Rowell Bridge and along the river, noting it could take people through the town as well as through the Abenaki history.

Mary Wright noted that it would be a great education tool for teachers and students. Ms. Gould noted that Abenaki dictionaries were written by Abenaki Chiefs. She also noted that Gordon Day, who lives in Hopkinton, has written one of the dictionaries. She also noted the discovery of a map and in the fold of the map the word Contoocook was found.

The Board thanked them for coming to the meeting.

OLD BUSINESS:

Town Meeting Update: Mr. Cass noted that the mailing with all the information about Town Meeting has gone out; and he would like to thank Dulcie Lipoma for all her help. He stated that the financial presentation slides are almost done. He noted that HB 1129 was signed on Friday, July 10, 2020 and he is trying to get clarification on how to handle any amendments. Discussion ensued, with regards as to who would be the best person to contact. Mr. Whitley suggested that Bud Fitch, who works at the Secretary of States Office has been fielding questions with regards to elections. He also suggested contacting the Assistant Attorney General. Chair Dunlap suggested that we contact Town Counsel to get their interpretation of HB 1129, since they would have to defend it, if there were challenges to the process of Town Meeting. Discussion ensued, with regards to volunteers for the drive through voting. Mr. Cass noted that Dulcie Lipoma has been working on that aspect. Mr. Traum noted that he and Mr. Cass will be reviewing the budget at Rotary on Wednesday, July 15, 2020. He noted that he will present the budget to the Budget Committee also on Wednesday, July 15, 2020 and hopefully they will vote to approve it. Chair Dunlap inquired if Mr. Cass would be setting up the zoom portion of the meeting. Mr. Cass replied yes, but Mr. Ellsworth would be running the Town Meeting.

NEW BUSINESS:

Year to Date Financials: Mr. Cass noted everything looks good in both the Revenues and Expenses. Mr. Traum inquired if tax money was coming in. Mr. Cass stated that payments were coming in. Mr. Traum inquired if Dan Blanchette, Director of Public Works, had lined up a paving company. Mr. Cass replied yes.

Summer Concert Series: Mr. Cass noted that the plan for the Summer Concert Series provided by Lee Anne Vance was in the packet that the Board received. Mr. Whitley stated he thinks that it is a good plan. Mr. Traum inquired if there is no social distancing at the concert, can we cancel the concerts. Mrs. Wells replied that if they cannot meet the conditions of their plan, then they cannot hold the concerts.

Mr. Whitley made a motion to approve the Summer Concert Series plan provided with two amendments to the plan: 1. If not enforcing social distance guidelines, the concerts will be cancelled, and 2. The concerts will continue unless federal or state guidelines revert back to no more than 10 people gathering in groups.

ROLL CALL VOTE:

Sabrina Dunlap	Yes
Ken Traum	Yes
Steven Whitley	Yes
Anna Wells	Yes
Jeffrey Donohoe	Yes

MOTION PASSED 5-0.

Mrs. Wells thanked Lee Vance for the plan.

TOWN ADMINISTRATOR UPDATES:

Mr. Cass noted that the “Gopher” grant application has been submitted. Mrs. Wells inquired if those funds were separate from the election assistance. Mr. Cass replied yes, noting that webinars have been scheduled for clerks, moderators, and supervisors of the checklist.

Mr. Cass also noted that he has been hearing good things about the re-opening of the tennis courts, the skatepark and Kimball Pond.

PUBLIC FORUM:

No comments

OTHER:

Mr. Traum inquired if demand was up at the Food Pantry. Mr. Cass replied initially there was, however, he has not heard anything recently.

Mr. Traum noted that the unemployment rate for Hopkinton is at 6.6%, so it is slowly declining.

ADJOURNMENT

There being no further business, Mrs. Wells made a motion, seconded by Mr. Donohoe to adjourn the meeting. The meeting was adjourned at 6:28 p.m.

Respectfully submitted,

Robin Buchanan, Administrative Assessing Assistant

