



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
Tuesday, October 12, 2021
Approved October 25, 2021**

CALL TO ORDER

Chair Sabrina Dunlap called this regular meeting of the Select Board to order at 5:32 p.m. on Tuesday, October 12, 2021, being held in-person at the Town Hall. Chair Dunlap introduced the members of the Board.

Select Board

Members Present: Sabrina Dunlap, Ken Traum, Anna Wells, and Steven Whitley in person. Jeffrey S. Donohoe joining via phone at 6:10 pm

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

Public Present: Martin King and Melissa Trafton via zoom.

POINTS OF PRIDE:

Mr. Cass highlighted the Department Heads who are currently working hard on their budgets, which are due on Friday, October 15, 2021. Mr. Cass also highlighted the Transfer Station crew, noting they have been working very hard and have been short-staffed for some time. Mr. Cass also noted that the Clement Hill Cemetery Walk will be held on Saturday and Sunday, October 16 and 17, 2021 beginning at 1:00 pm.

Chair Dunlap wanted to thank Dan Blanchette, Director of Public Works, and his whole team for the tour of the Highway Department. She stated that they manage many things through the Public Works Department and also have to contend with the wild card of weather. She stated that Director of Public Works Blanchette and the whole team do a great job of keeping the roads safe year round.

Chair Dunlap stated that she and Ken Traum had the pleasure of attending Indigenous People's Day at the Mount Kearsarge Indian Museum in Warner, NH. She noted that in attendance were members of the Abenaki tribe, as well as people who are working on an Abenaki trails project. Chair Dunlap stated that Sarah Persechino, our Town Moderator, spoke about the process of changing Columbus Day to Indigenous People's Day. She noted that it was a wonderful event.

Mr. Traum also wanted to thank Dan Blanchette, Director of Public Works, and his crew for the Select Board's recent tour, noting they do great work. He also thanked Sarah Persechino and noted that she was one of the speakers and suggested a plaque to our "Welcome to Hopkinton", but in the Abenaki language. He noted that this would make a great eagle scout project.

ADMINISTRATIVE:

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The Board reviewed documents for signature, and approved (4-0) the consent Agenda, taking the following action on a motion made by Mr. Traum and seconded by Mr. Whitley.

Town of Hopkinton
Consent Agenda

12-Oct-21

PAYROLL MANIFEST

cks 34217-34230: \$5,492.81; DIR DEP: \$79981.81 \$85,474.62

ACCOUNT PAYABLE

cks 66966-67015 \$63,049.96

Transfer of Funds

PERSONNEL ACTION FORMS

Fire Dept Peter Benson step pay raise
Fire Dept Thomas Jondall step pay raise
Fire Dept Nate Shatney step pay raise
Recreation Florence Dapice new hire-Jr. Explorers

PROPERTY TAX CREDIT/EXEMPTIONS

INTENT TO CUT

Yield Tax

879 Maple St Map 228, 023, 024, 025-000 \$1,445.90

ABATEMENTS

APPOINTMENT PAPERS

Seth Greenblot-ZBA alternate
Thomas Lipoma ZBA member
Jonathan Cohen ZBA alternate

CURRENT USE

Select Board Meeting October 12, 2021

The Board reviewed the Public Meeting Minutes of Monday, September 27, 2021. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Public Meeting Minutes of September 27, 2021.

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

The Board reviewed the Non Public Meeting Minutes of Monday, September 27, 2021, Session I. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Non Public Meeting Minutes of September 27, 2021, Session I. Mr. Traum noted the minutes were sealed.

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

The Board reviewed the Non Public Meeting Minutes of Monday, September 27, 2021, Session II. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Non Public Meeting Minutes of September 27, 2021, Session II. Mr. Traum noted the minutes were not sealed.

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

The Board reviewed the Non Public Meeting Minutes of Monday, September 27, 2021, Session III. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Non Public Meeting Minutes of September 27, 2021, Session III. Mr. Traum noted the minutes were not sealed.

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

The Board reviewed the Non Public Meeting Minutes of Monday, September 27, 2021, Session IV. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Non Public Meeting Minutes of September 27, 2021, Session IV. Mr. Traum noted the minutes were sealed.

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

The Board reviewed the Public Meeting Minutes of Monday, October 4, 2021. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Public Meeting Minutes of October 4, 2021.

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

The Board reviewed the Non Public Meeting Minutes of Monday, October 4, 2021. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Non Public Meeting Minutes of October 4, 2021. These minutes were not sealed.

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

The Board reviewed the Public Meeting, Tuesday, October 5, 2021. Mr. Traum made a motion, seconded by Mr. Whitley to approve the Public Meeting Minutes of October 5, 2021.

Select Board Meeting October 12, 2021

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

PUBLIC APPOINTMENTS:

OLD BUSINESS:

Penacook Road Speed Update: Mr. Cass noted that the Select Board will receive a recommendation from Chief Pecora and if they choose to lower the speed limit, a public hearing will have to be scheduled. Mr. Cass noted that Martin King, who brought this matter up, is on zoom. Mr. Cass suggested the Board speak with Chief Pecora when he arrives for another matter. Mr. King stated he would be happy to wait for Chief Pecora.

NEW BUSINESS:

Year to Date Financials: Mr. Cass noted that there are no major changes, however, he has included an explanation of any changes/overages. He noted that a check has been cut but not yet mailed out for the FairPoint Settlement. He noted we are still watching things very closely.

Mr. Traum inquired about a line in the Solid Waste budget of \$7,000.00 in the lab testing line. Mr. Cass noted it was paid and will have to be transferred to the sewer line.

Mr. Traum inquired if there was more information with regards to the flood control money. Mr. Cass noted that he is checking with the State.

Items for Joint School Board/Select Board Meeting: Mr. Cass noted that the Joint Select Board/School Board meeting will be held on Tuesday, October 26, 2021, at Hopkinton Middle/High School beginning at 5:30 pm. Discussion ensued with regards to topics of discussion at the meeting. Discussion ensued with regards to the Capital Improvement Plan (CIP).

TOWN ADMINISTRATOR UPDATES:

Mr. Cass noted that he is working on deeded properties, including getting firm agreements or recording the deed. He noted everything was signed and has been sent to the Registry of Deeds for recording.

He stated that budgets are due on Friday, October 14, 2021. After they are received, he noted that all the Department Heads will be going through the budgets with him.

Mr. Cass stated the eagle scout project of a trail at Houston Park is moving forward. He noted someone was concerned that it was too close to the property line. Mr. Cass stated he and Ron Klemarczyk marked all the boundaries.

Mr. Cass noted that every five (5) years, schools are required to have a health inspection done, noting that he has done inspections at the Maple Street and Harold Martin Schools, noting that the schools are very clean and in good shape.

Mr. Cass noted that he performed a wedding this morning, outside in front of the Town Hall.

Mr. Cass also noted that Rotary is now meeting at the Slusser Center on Wednesday mornings.

PUBLIC COMMENT:

OTHER: Mr. Cass noted that we have not received any phones calls or complaints about the temporary closing of the Tyler Bridge. Mr. Cass noted people are not happy about the detour but are pleased that the bridge is being repaired.

Chair Dunlap inquired about the times for Trick-or-Treat. Mr. Cass stated it is always on Halloween, which this year is Sunday, October 31, 2021. He stated that the Board can ask Chief Pecora what time it is when he arrives.

Mr. Traum inquired if a surveyor has been over to the Horseshoe Tavern. Mr. Cass stated no, but we are moving up on the list.

Discussion ensued, with regards to the American Rescue fund dollars that we will be receiving. Mr. Cass noted that there is a deadline to officially accept the money.

Mrs. Wells stated that she has been meeting with some people about the River Park area and access to the river. She noted a question was raised about using public money to pave a privately owned right of way or paid for by the private landowners. Mrs. Wells asked Mr. Cass to see if there is an agreement or easement with regards to the maintenance of the right of way.

At 6:10 pm, Chair Dunlap made a motion to allow Jeffrey Donohoe to attend the meeting remotely. Mr. Traum seconded the motion.

ROLL CALL VOTE:

Sabrina Dunlap:	Yes
Ken Traum:	Yes
Anna Wells:	Yes
Steven Whitley:	Yes

Chair Dunlap suggested that since we have finished with agenda items and we have three non-public sessions, perhaps we could do one of the non-public sessions before Chief Pecora arrives. If Mr. King is agreeable, Mr. Cass can contact him in the morning with regards to lowering the speed on Penacook Road. Mr. King was agreeable to that.

NON-PUBLIC SESSION -RSA 91-A: 3 II (b) Hiring

Ms. Dunlap moved to go into a non-public session to discuss an issue involving hiring a person as a public employee under the provisions of Nonpublic Session RSA 91-A: 3 II (b). Ms. Wells seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

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The Board, Police Chief Stephen Pecora, Police Sergeant TJ Hennessey, and the Town Administrator went into nonpublic session, as recorded separately, at 6:16 p.m. The Board returned to public session at 6:52 p.m.

These minutes were not sealed.

The Board then discussed with Chief Pecora and Sergeant Hennessey the possibility of lowering the speed limit on Penacook Road from Main Street to Indian Ridge Road. Chief Pecora offered the following:

- If the goal is to slow drivers down to 30 mph with a 25-mph posting, an enforcement issue is created.
- The speed trailer has been placed on this section of road and the data doesn't indicate that traffic is going exceedingly fast.
- Multiple speeds on Penacook Road could create a speed trap.
- Lowering the speed does really address that concern in the area.
- Driver feedback signs seem to be working well in other communities, but they are expensive.

After further discussion, the Board decided not to proceed with lowering the speed limit. Chief Pecora will follow up with the concerned resident.

After discussion, concerning the hours for trick or treating, it was determined to post that it is encouraged that those wishing to go trick or treating go on Sunday, October 31 during daylight hours. The trick or treating hours have traditionally been 5:00 p.m.-7:00 p.m.

NON-PUBLIC SESSION -RSA 91-A: 3 II (b) Hiring

Mr. Whitley moved to go back into a non-public session to discuss an issue involving hiring a person as a public employee under the provisions of Nonpublic Session RSA 91-A: 3 II (b). Mr. Traum seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board, Police Chief, and the Town Administrator went into nonpublic session, as recorded separately, at 7:35 p.m. The Board returned to public session at 7:43 p.m.

These minutes were not sealed.

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. Traum seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 7:43 p.m. The Board returned to public session at 8:13 p.m.

Vote to seal nonpublic minutes:

Ms. Dunlap 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. Mr. Whitley seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

Ms. Wells left the meeting.

NON-PUBLIC SESSION -RSA 91-A: 3 II (b) Hiring

Mr. Whitley moved to go into a non-public session to discuss an issue involving hiring a person as a public employee under the provisions of Nonpublic Session RSA 91-A: 3 II (b). Mr. Traum seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 4-0.

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 8:13 p.m. The Board returned to public session at 8:43 p.m.

Vote to seal nonpublic minutes:

Ms. Dunlap 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. Mr. Whitley seconded the motion.

ROLL CALL VOTE:

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

Select Board Meeting October 12, 2021

MOTION PASSED 5-0.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:43 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant