



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, September 28, 2020
Approved October 13, 2020**

CALL TO ORDER

Chair Dunlap called this regular meeting of the Select Board to order at 5:32 p.m. on Monday, September 28, 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: Jean Lightfoot, George Langwasser, Allita Paine, Joan Mirantz, Sally, Sue Strickford and 603-746-4070 through video conference.

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.

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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 highlighted Kathy Barnes, who volunteers on the Conservation Commission website and noted that she does a great job.

Mr. Cass read a letter from Steve Chamberlin, Superintendent of Schools as follows:

The purpose of this letter is to recognize a job well done and a service that is currently being conducted on a town-owned building.

Dan Blanchette and the Hopkinton Public Works Department redesign of the George Park/Hopkinton High School entrance from Kearsarge Ave. is exceptionally well done. The work makes the road much safer for students and staff. Thank you for your support of this work.

Ruth Chevion's *House of Art* is a wonderful resource for the community and the schools. I have attended two different exhibits: one featuring student art and one featuring art from immigrants. Plans are being developed for more extensive partnerships with the schools. I hope you can maintain support for the *House of Art*.

Thank you for all you do. Please know I value and appreciate the strong relationship between the town and schools.

Mr. Traum stated that as he recovered from his recent surgery, he was able to use the trails more often and wanted to thank everyone involved from the development of the trails to those who maintain them.

ADMINISTRATIVE

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. Traum and seconded by Mr. Donohoe.

**Town of Hopkinton - Select Board
Consent Agenda
September 28, 2020**

<u>Item</u>	<u>Date</u>	<u>Action</u>	<u>Comment</u>
PAYROLL MANIFEST			
PPE 9/26/2020 CH# 33956-33958	9/28/2020	Approve	Checks-\$2,162.21, Direct Deposit-\$74,285.9 Total-\$76,448.15
ACCOUNTS PAYABLE			
AP Manifest CH# 64853-64862	9/21/2020	Approve	\$11,458.41
AP Manifest CH# 64863-64928	9/28/2020	Approved	\$677,397.53
ACH Payments	9/28/2020	Approved	\$1,372,945.40 - Included October School Pay
TRANSFER OF FUNDS			
Transfers from CRFs to Operating Account	9/28/2020	Approve	Transfer Station CRF-\$9,597.00 Fire Vehicle/Equipment CRF-\$525,316.00 Police/Fire Radio Replacement CRF - \$4,530. DPW Equipment CRF-\$208,385.00
Transfers from Donation Funds to Operating Acct	9/28/2020	Approved	Kimball Cabins-\$517.36 Human Services-Donation-\$4,551.69 Fire Department Donations-\$3,245.00 Human Services-Energy-\$779.81
Transfer from Expendable Trust to Operating Acct	9/28/2020	Approve	Town Facilities Trust Fund-\$26,058.79
Transfer Recreation Revolving to Operating Acct	9/28/2020	Approve	\$6,791.68
Transfer Public Safety Revlv. To Operating Acct.	9/28/2020	Approve	\$12,147.06
BUILDING PERMITS			
251-046-001 Jewett Rd	9/28/2020	Approve	Construct Single Family Home with Garage
258-020-001 Currier Rd			Construct Single Family Home with Garage ,
224-029-002 517 Dustin Rd	9/28/2020	Approve	Construct 12X14 Shed
232-009-000 52 Old Holmes Rd	9/28/2020	Approve	Land, stairs and new outside door
251-031-000 166 Hopkins Green Rd	9/28/2020	Approve	21X23 Family Room Addition
258-018-000 672 Currier Rd	9/28/2020	Approve	Operate YAYA Organics - erect 3x4 sign
101-008-000 12 Maple Street	9/28/2020	Approve	Operate a Barbershop
INTENT TO CUT			

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228-016-000 & 228-017-000 Dolly Road	9/28/2020	Approve	20MBF pne - 150 Biomass Chips
251-046-001 Jewett Road	9/28/2020	Approve	120 Whole Tree Chips
YIELD TAX WARRANT			
Map 220, Lots 015, 016, 017 033, & 034, 221-033	9/30/2020	Approve	\$929.41
EXEMPTIONS/CREDITS			
Solar Exemption 1013 Clement Hill Rd	9/28/2020	Approve	\$10,000.00
Elderly Exemption 225-009-000	9/28/2020	Approve	\$145,000.00
PROPERTY TAX ABATEMENT			
101-025-000 28 Riverside Drive	9/28/2020	Approve	\$495,100.00
208-009-000 89 Bass Lane	9/28/2020	Approve	\$7,900.00
LAND USE CHANGE TAX BILL			
216-027-002 Moran Road	9/29/2020	Approve	\$8,490.00 -Sold for House Lot
OTHER			
Sewer Abatement 101-032-000 56 Pine St.	9/28/2020	Approve	\$303.11
Appointment to Office-Recreation Committee	9/28/2020	Approve	Louise Carr - 3 years
Appointment to Office-Recreation Committee	9/28/2020	Approve	Katie Dillon - 3 years
Appointment to Office-Conservation Commission	9/28/2020	Approve	Stephanie Kratsios-3 years as an Alternate

Discuss the Riverside Drive abatement as a separate item.

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, September 14, 2020. Mr. Traum made a motion, seconded by Mrs. Wells to approve the Minutes of September 14, 2020.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

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The Board reviewed the Non-Public Select Board Meeting Minutes of September 14, 2020. Mr. Traum made a motion, seconded by Mrs. Wells, to approve the Non Public Meeting Minutes of Monday, September 14, 2020.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

APPOINTMENTS:

Jean Lightfoot and George Langwasser RE: Slusser Center:

Ms. Lightfoot read the following statement:

Thank you for allowing us to speak before you tonight. I am Jean Lightfoot, 186 Deer Path, Contoocook.

After speaking with a number of people around town, George Langwasser and I decided to come to the Select Board to request that you begin to figure out how to open the Slusser Senior Center. We have submitted a letter signed by 15 people, with a list of suggestions to you, Neal Cass, Paula Simpkins and the Slusser Center Council. This is basically a result of brainstorming possibilities of how we might work this out, once it is fully open. We certainly don't expect that all of these will take place at once and are not asking for that.

It was unfortunate that the Middle and High School had to go to remote this week, because of two positive COVID tests, but this is an example of how things should and could work for the Senior Center, as well. Why can't we begin to plan how a reopening will look? And, why not set a date that can easily change, and require that specific metrics be met in order to open and to move up for each phase?

We ask only that we begin. We know that there is some concern about the health of the older people who use the center, but we believe there is a way we can make it as safe as possible, and let each person decide what makes sense for them. The Senior Center is the only Town-owned building in town that hasn't even begun to open for the public. The Library is opening in a gradual way and the Town Hall opened in a gradual way. Neither one greets an older person as he or she walks in saying that they can't enter because they are old and they're afraid they will get sick. Why should the Senior Center be any different? All of the recreation facilities are open and the sports teams are playing. There is concern for all of those, but people are allowed to use them at their own discretion. The decision to open is yours, and we don't believe the sole decision maker on this should be Paula. Not only do I think that she is not really qualified professionally in public health to make the decision, but it is also a terrible burden to put on her. She and the Senior Center Council, along with input from the senior community and public health and town officials, should come up with many alternatives for each phase of the reopening, but the final decision must be yours.

I understand that there is a concern for people's health, but the way to deal with that, when you are working with adults and not kindergartners, is to provide as safe a place as possible and ask them to follow certain rules, like wearing masks, staying socially distant from each other and limiting the number of people in the building.

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So, we know this won't be easy, but let us begin. To keep saying that we're not ready is not going to work. We need a plan and, if things don't get worse at the schools, and in the general community, let's aim for a date for a soft opening and work our way up in phases. We are all heading for winter and the isolation that many people endure is one of our biggest concerns and opening the Slusser Center, if only a few days a week, would help with the mental health of our senior community. Now, George has some things to say, as well. Thank you for listening to us.

Mr. Langwasser, 82 Deer Path, stated that he was in a discussion with some residents as to why the Slusser Center had not re-opened. He further stated that winter is coming and there is no place for seniors to meet, socialize or have fun. He noted that seniors are allowed to go other places with restrictions. He believes it is time for the Slusser Center to re-open with restrictions. He stated that during the month of October should be used as a time to develop restrictions and guidelines so that the Slusser Center can re-open. He stated that it should be a soft opening and perhaps only open three (3) days a week. He noted that masks need to be worn and that social distancing should be applied. He also stated that it should be the Board that determines when the Slusser Center should open and the responsibility should not be with Paula Simpkins, Recreation Director.

Mr. Traum asked if Mr. Langwasser was suggesting that we re-open the Slusser Center in October or to use October to plan how an opening would go. Mr. Langwasser stated October should be used to plan for opening. Mr. Traum stated that he sympathizes with their concerns. He noted that the YMCA gives everyone who enters the building a spray bottle and a cloth and they are asked to sanitize everything that they touch.

Mr. Whitley thanked Ms. Lightfoot and Mr. Langwasser for their comments. He stated that he is unclear as to what they are asking for. Mr. Cass noted that the Senior Recreation Council met two days ago and they voted not to open the Slusser Center at this time. Ms. Lightfoot asked Mr. Cass to send her that information as she was unaware of it. She also noted that the knitting club has been meeting outside at the River Grant condos.

Mr. Whitley stated he is interested in exploring the options but would like the Board to meet with Paula and the Senior Recreation Council. Ms. Lightfoot stated if we open the Center, it would be up to each individual to decide if they go the Slusser Center or not.

Mr. Langwasser stated that he has spoken with Paula and stated that Paula feels a responsibility towards the Center, but believes it is the Board's responsibility to decide if the Center should open or not.

Mr. Cass noted that at the beginning of shutting everything down, the instructors were given the option to teach outside and they all declined. Mr. Traum stated that that was also the case for the YMCA, as the instructors refused to enter the building.

Chair Dunlap noted that she is concerned as to who would monitor if people were wearing masks and social distancing. She stated she understands their concerns about being closed for so long, however, she worries about the air quality in the building with a high risk population. She is not sure that the building is safe. She would like to continue to discuss this.

Ms. Lightfoot noted her concerns and stated that the senior community, Paula, and the Senior Council need to work towards an opening plan. Mr. Cass stated that his concerns are about the amount of time people spend in the building. He noted that no one should be there for hours.

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Discussion ensued, with regards to the next steps. Mr. Cass stated that he would contact members of the Senior Recreation Council and Paula to get the discussion started.

Chair Dunlap thanked everyone for their comments and suggestions.

OLD BUSINESS:

Right to Bury: Mr. Cass noted that he looked up the statutes and noted that the Select Board is required to sign the Right to Bury form.

Mr. Traum inquired about the Sugar Hill Road issue. Mr. Cass stated nothing has happened yet, however, it is on his list. Mr. Traum also noted that he saw Mr. Cass heading to work on Sunday, to work on the budget.

NEW BUSINESS:

28 Riverside Drive abatement: Mr. Cass stated that the assessment has been reduced to \$675,000. Mr. Donohoe stated he does not understand why a building with a finished retail store is only being assessed for \$12.00 a square foot; noting that it is not realistic. Mr. Donohoe stated that he understands that the building has issues, however, it is not the worst building in town. He also noted the second building on the lot, which is used for storage which would require approval of the Planning Board, is also too low at \$4.00 a square foot. It was also noted that AUS filed an appeal with the Board of Tax and Land Appeals. Mr. Whitley inquired about a timeline. It was noted that the abatement was filed timely, however, our assessor and an AUS representative, had not had the chance to meet before the deadline. The Board would like Jeff Earls of Cross Country Appraisal to come to the next meeting with regards to the assessment.

TOWN ADMINISTRATOR UPDATES:

Mr. Cass stated that he will be attending a NHMA webinar with regards to Halloween.

Mr. Cass noted we have received an election grant in the amount of \$7,500.

Mr. Cass also stated the land swap is moving forward.

Mr. Cass further noted a tree had fallen on the house and garage located at 24 High Street. The house has been unoccupied, however, the owner has been notified.

Mr. Cass noted that election meetings continue for the November election and budget preparation for 2021 has started. He noted that 40 voting booths will be available on Tuesday, November 3, 2020.

OTHER:

PUBLIC FORUM:

Bob LaPree stated that he feels that the zoom meetings allow more people to participate in the meetings. He also stated that he thinks it would be a good idea to open the Slusser Center but that the air quality in the building should be checked. He also noted that he is a member of the Conservation Commission and Trails Sub Committee. He stated that the rail trail on Krzyzaniak Lane has become very popular and people are parking on the residents' lawn. He stated there is a small pull out for

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parking and he noted that there was a sign there that says No Parking TOW ZONE. He wanted to know if the Town put the sign there. Mr. Cass stated that no we have not. Mr. LaPree suggested that the Town make it a space for handicap parking only. The Board agreed to look into it.

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

Mr. Traum 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. Whitley seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 6:39 p.m. The Board returned to public session at 6:53 p.m.

These minutes were not sealed.

NON-PUBLIC SESSION I-RSA 91-A: 3 III (c) Reputation

Mr. Traum 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. Whitley seconded the motion.

ROLL CALL VOTE:

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

MOTION PASSED 5-0.

The Board, and the Town Administrator went into nonpublic session, as recorded separately, at 6:53 p.m. The Board returned to public session at 7:00 p.m.

These minutes were not sealed.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:00 p.m.

Respectfully submitted,

Robin Buchanan, Administrative Assessing Assistant

