



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, AUGUST 6, 2018 Approved August 20, 2018

CALL TO ORDER

Chairman O'Brien called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, August 6, 2018, in the large meeting room in the Town Hall. Chairman O'Brien introduced the members of the Board. Mr. Gerseny led those assembled in the Pledge of Allegiance.

Members Present: Jim O'Brien, Ken Traum, Bob Gerseny, Sabrina Dunlap and Steven Whitley

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

Public Present: Sue Strickford, Steve Lux, Jr., Janet Krzyzaniak, Chuck Gangel, Mark Winzler, Dottie Brown, Brian Erickson and other members of Contoocook Riverway Association, Peter and Janice Hale, and David White

Chairman O'Brien thanked Mr. Gerseny for his time on the Board. He said that Mr. Gerseny and his spouse Patty will be moving, and this will be his last meeting. He also thanked him for his work as a Cemetery Trustees. Chairman O'Brien also recognized Mr. Gerseny's work on the Economic Development Committee (EDC) saying Mr. Gerseny took charge of the EDC and helped to move the committee forward. He thanked Mr. Gerseny for his sense of humor and thoughtful dialog. Mr. Traum, Ms. Dunlap and Mr. Whitley also thanked Mr. Gerseny for his work on the EDC, as a Cemetery Trustees and as a Select Board member.

LIBRARY FIRE UPDATE:

Chairman O'Brien thanked Mr. Cass for his help in the aftermath of the fire at the Hopkinton Library on Friday, August 3, 2018. He also thanked the library staff, Library Trustees and members of the Friends of the Hopkinton Town Library for their quick response and offers to help. He continued sharing the Board's appreciation by thanking Fire Chief Jeff Yale, the

Hopkinton Fire Department, the Police Department, and all mutual aid fire departments that responded. He stated that he was impressed with their compassion and professionalism.

Mr. Cass reported that he, Library Donna Dunlop, and the Library Trustees met with the insurance adjuster; noting that Primex has been very responsive, even though their phones and computers were also down due to the storm. Mr. Cass gave an update on the situation as follows:

- No one should be going to the Library at this point.
- All books library books and materials can be returned to the book drop at the Town Hall.
- Books that were in the fire will be boxed up and taken out of the library. A portion of those books will be cleaned for smoke damage and then a decision will be made as to replacement or cleaning of the remainder of the books.
- Some of the chairs and shelves were not damaged
- The carpet, which was to be replaced next year, will have to be removed due to water and smoke damage.
- Baseboards and some sheet rock will be replaced.
- The computer server and some of the staff computers were not damaged and have been set up for staff in the library temporary office in the Slusser Center in the game room. It is hoped the office will have phone and internet lines installed by Tuesday, August 7.
- The insurance adjuster was on site Sunday, August 5, and again on Monday, August 6
- Serv Pro had been on site since the night of the fire and is continuing to remove water to avoid further damage.
- A book expert was on site to help determine the best course of action.
- Other town libraries have reached out and have offered to honor Hopkinton Library cards at their libraries.
- Donations have started coming in and checks should be made out to the Hopkinton Library Foundation.

Mr. Cass noted that Attorney Somers, Town Counsel called to offer any assistance and Congress Women Annie Kuster's office has contacted the library about grants to purchase new books. He shared the obvious that this has been very emotional for the library staff.

Mr. Traum inquired whether the cupola would be rebuilt. Mr. Cass said that it would be the Library Trustees decision. Mr. Traum also inquired if the public computers were damaged and if the computers would be available for the public. Mr. Cass stated it was too early to know but he would investigate as he realizes that several people use those computers on a regular basis.

Mr. Cass said that it is hoped that the Community Room at the library can be reopened within a week or two. He also noted that the Vietnam Era movie scheduled to be viewed at the library on Thursday, August 9, will be shown at the Town Hall instead.

Discussion ensued with regards to the part time library staff. Mr. Cass and Library Director Donna Dunlop are working to see if there are areas that the part time library staff can work until the library is reopened.

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 Mr. Gerseny.

ACCOUNTS PAYABLE MANIFEST

\$44,976.71
\$1,534,351.61

PAYROLL

\$82,177.05

BUILDING PERMITS

VB MW Sub LLC structural improvements to tower 122 Watch Tower Rd Map 240 Lot 41
Donald & Susan Ware 24x26 3-Bay garage 449 Patch Rd Map 249 Lot 23
Timothy Neville 12x24 attached deck 137 Gage Hill Rd Map 238 Lot 91
Steven Cybulski 14x22 addition 126 Tyler Rd Map 224 Lot 58
Katie Lavoie after the fact remove deck 139 Rolfe Pond Rd map 209 Lot 29
Binney Wells install 10.24 grid tied solar 174 Moran Road Map 215 Lot 14.2

ELDERLY EXEMPTION

Gertrude Page & Joseph Provencher 233 Deer Path Map 224 Lot 7

APPLICATION FOR FEDERAL AND STATE FOREST LAND IS SITUATED**ABATEMENT**

Mark Maytum 18 Brookwood Map 209 Lot 43

Waiver of Municipal Responsibility and Liability for Class VI Highway Building Permit**PAF**

Stephanie Allison new hire p/time Fire Department
Michele Smith new hire p/time Fire Department

Advanced Life Support Intercept Agreement with Concord Fire**MS-1 Extension Request- until September 7, 2018****TRANSFER OF FUNDS**

| | |
|---|------------|
| Recreation Revolving Fund to General Fund | \$8,570.91 |
| Sewer Fund 200 Account to General Fund | \$7,602.72 |

The Board reviewed the Select Board Meeting Minutes of Monday, July 23, 2018. Mr. Traum made a motion, seconded by Mr. Gerseny to approve the Public Meeting Minutes of July 23, 2018.

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

The Board reviewed the Select Board Non-Public Meeting Minutes of Monday, July 23, 2018. Mr. Traum made a motion, seconded by Mr. Gerseny to approve the Non-Public Meeting Minutes of July 23, 2018.

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

APPOINTMENTS:

Contoocook Riverway Association re: Railroad Building: Steve Lux, Jr. gave a brief history of the Contoocook Riverway Association. He stated the Riverway Association is in tonight to get permission from the Board to move an old railroad building (Section House) from its present location on property owned by TDS to town property, which is located right behind the Riverway Association's property at the Depot. He stated this building would then be used as a workshop and museum expansion. Mr. Lux stated there were 3 possible locations, however, the Depot's preferred location would be on the Town's property located behind the Depot. He stated the Association considered the pros and cons of each of the other locations and felt that the Town property would be the best place for the building. David White from the Farmer's Market stated that the Farmer's Market has no issue with the proposed location of the building.

Discussion ensued, with regards to the right of way that is behind the property. Mr. Lux stated the right of way is 8ft; which is too small to accommodate some vehicles, especially fire trucks and snow plows.

Chairman O'Brien stated he is concerned about giving up town property for private purposes, especially since the Depot has its own property, putting it on Town property increases the Town's liability. Mr. Lux stated there are several sewer lines that go to other buildings that are under the parking lot at the Depot. Placing the building there would require moving it, if there were problems with the sewer lines.

Mr. Cass shared that Dan Blanchette, Public Works Director has concern about having room enough for snow removal.

Discussion ensued, with regards to a deeded easement to Peter & Janice Hale, also with the "right to push snow from said access onto the adjacent property to clear the parking area...".

Mr. Traum and Mr. Whitley would like to have the Riverway Association determine from Mr. Blanchette the area that is required to travel over the right-of way, and then stake out the proposed location of the building and boundaries of the property in the area.

Mr. Whitley asked Mr. Lux to keep the Select Board up-to-date on TDS's schedule to remove the building from its current location.

OLD BUSINESS:

Appointment to Fill Vacant Select Board Position:

Mr. Traum made a motion, seconded by Mr. Whitley to appointment Sarah Persechino to fill the Select Board position being vacated by Mr. Gerseny. The appointment is until the 2019 March Town Meeting.

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

NEW BUSINESS:

2019 Town Budget Schedule: Mr. Cass share the proposed schedule and said that there are no real changes from the schedule used last year. The Board will start meeting every week for the month of November.

Beer Tasting at the Farmer's Market: Dave White, from the Farmer's Market, came to the meeting to request permission from the Select Board to have a beer tasting event at the Contoocook Farmer's Market in October. Discussion ensued, with regards to liability and the current alcohol policy. Chairman O'Brien suggested that the Farmer's Market have the beer tasting on the Riverway Association property, not on town property. The Board can't give permission at this time to have the event on town property but will authorize the event on private property.

Mr. Traum made a motion to approve the Farmer's Market request to allow a beer and wine tasting event. Ms. Dunlap seconded the motion.

VOTE: O'Brien, Traum, Dunlap and Whitley voting in favor of the motion; Gerseny voting against, MOTION APPROVED 4-1.

Chairman O'Brien stated the Board also needs to review the alcohol ordinance.

Brownfield Committee Appointment: Mr. Cass stated that Central NH Regional Planning Commission is seeking people to be on bon the Brownfield Advisory Committee and asking if the Select Board has would like to nominate someone.

Request to Trim Trees on Class VI Road: Mr. Cass stated the Select Board has received a request to trim trees on a Class VI road. Mr. Cass also gave an update with regards to the beaver dam. The water level at the dam has gone down, and a small excavator is working to remove the rest of the dam. It appears that the beavers have left. The road base looks good. Whitley had some concerns about the process, noting that we must give notice of the cutting in two or more places. Mr. Cass responded he will schedule a public hearing and notify abutters.

Year-to-Date Financials 07-31-18: Mr. Cass stated that there is not much to report, revenues are good and on track. Expenses look good as well.

Open Space Letter of Support: Discussion ensued with regards to supporting both properties. The Board decided that it was necessary to go into non-public session to discuss details, noting

Select Board member Steven Whitley was not on the Board at the time of the previous discussions.

TOWN ADMINISTRATOR UPDATES:

Staff Appreciation Cookout-Thursday, August 16, noon, outside of the Community Room

Mr. Cass stated that he and Greg Roberts, Superintendent of Building and Grounds, investigated an electrical smell at the Horseshoe Tavern. An electrician has checked it out, and there has been no further issues.

Mr. Cass stated that the contract for heating oil has gone to HR Clough again. The price is set at \$2.529, noting it is much higher than last year.

Mr. Cass announced that Steve Lux has resigned from the Refuse Disposal Committee.

Mr. Cass stated the Select Board received a thank you card for preparing Senior Lunch.

Mr. Cass stated he is going to be on vacation starting Tuesday, August 7, 2018, returning August 16, 2018.

Mr. Traum inquired if Mr. Cass had heard from the Hopkinton Fair Board. Mr. Cass replied he had heard from them and is working on a date to meet.

PUBLIC FORUM: None

OTHER: Mr. Whitley inquired if we charge for the use of Kimball Pond, as he has noticed that other communities charge. Chairman O'Brien stated that as long as he has been on the Board there has been no charge. There is a charge for the use of the Slusser Center, Town Hall and other town owned buildings.

NON-PUBLIC SESSION IV-RSA 91-A: 3 IV (d) Acquisition of Property

Mr. Traum moved to go into a non-public session to discuss the acquisition of property under the provisions of Nonpublic Session RSA 91-A: 3 II (d). Mr. Whitley seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Gerseny, Dunlap, and Whitley 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 8:12 p.m. The Board returned to public session at 8:46 p.m.

Vote to seal nonpublic minutes:

Mr. Whitley moved to seal the minutes of the just completed nonpublic session because it was determined that divulgence of this information likely would render a proposed action ineffective. Mr. Traum seconded the motion.

VOTE: Select Board Members O'Brien, Traum, Gerseny, Dunlap, and Whitley voted in favor, and the Chair declared the motion to have carried. (5-0)

LETTER OF SUPPORT FOR GRANT FOR HOUSTON AND CHESLEY EASEMENTS

There was discussion about the letter of support for the Conservation Commission and the Open Space Committee to apply for grant funding to potentially acquire a conservation easement on the Houston corn field and potentially acquire a fee interest in the Chesley property. Mr. O'Brien said he could support the letter if the Houston easement were removed. This change was not made.

Ms. Dunlap moved to send the letter of support as amended for the grant including both the Houston and Chesley properties. Mr. Whitley seconded the motion.

VOTE: Select Board Members Traum, Dunlap, and Whitley voted in favor, O'Brien and Gerseny voted against, and the Chair declared the motion to have carried (3-2).

Ms. Dunlap noted for the record that she supported the original letter before it was amended.

ADJOURNMENT

There being no further business, motion by Mr. Gerseny, seconded by Ms. Dunlap to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 8:56 p.m.

Respectfully submitted,
Robin Buchanan
Administrative Assessing Assistant