



# Town of Hopkinton

Office of Select Board

330 Main Street, Hopkinton, NH 03229-2627 - (603) 746-3170 – [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov)

**SELECT BOARD  
PUBLIC MEETING AND HEARING MINUTES  
Hopkinton Town Hall – 330 Main Street  
Monday, June 10, 2024  
Approved**

**I. CALL TO ORDER:**

Chair Dunlap called this Public Meeting of the Select Board to order at 5:30 p.m. on Monday, June 10, 2024, and introduced the members of the Board.

**Select Board**

**Members Present:** Sabrina Dunlap; Ken Traum; Thomas Lipoma; Jeff Donohoe; and Steven Whitley

**Staff Present:** Neal Cass, Town Administrator; and Cara Johnson, Administrative/Assessing Assistant

**Public Participants:** Jennifer Arias; Frances Blamey; Rita Blanchard; Kath Butcher; Byron Carr; Bonnie Christie; Loren Clement; Arnold Coda; Cettie Connolly; Dave DePiano; Stephen Eckberg; Becky Ekstrom; Candie Garvin; Amanda Gilman; Norm Goupil; Christopher Gross; Dave Hemenway, Chair of the Webster Select Board and Board Member of the Community Power Coalition of New Hampshire; Dave Lambert; Tricia Lambert; George Langwasser; Pat LaPree; Susan Lawless; Bob Matteo; Katherine Mitchell; Kirk Morrill; Cheryl Morse; Bill Palizzolo; Bill Palizzolo (“the elder”); Gary Rondeau; Brian Rousseau (Zoom); Jack Ruderman; Elizabeth Sides (Zoom); Roger Turcotte (Zoom); and John Wescott

**II. POINTS OF PRIDE:**

Mr. Cass noted that the Kimball Lake Cabins Restoration Celebration cookout was a well-attended, great day, devoted to expressing appreciation to all the volunteers who put so much work into the restoration project. Chair Dunlap also thanked those responsible for the event, and noted appreciation for all the work by the volunteers.

**III. ADMINISTRATIVE:**

- A. The Board reviewed documents for signature, and approved (5-0) the Consent Agenda of June 10, 2024, taking the following action on a motion made by Mr. Traum and seconded by Mr. Whitley:

<b>TOWN OF HOPKINTON - SELECT BOARD</b>			
<b>CONSENT AGENDA</b>			
<b>JUNE 10, 2024</b>			
<b>ITEM</b>	<b>DATE</b>	<b>ACTION</b>	<b>COMMENT</b>
<b>YIELD TAX</b>			
#23-227-09-T - 230-006-001 - 295 STUMPFIELD RD	6/10/2024	APPROVE	\$408.70

<b>INTENT TO CUT</b>			
#224-227-03-T - 236-036-000/253-002-000 - SUGAR HILL RD/SOUTH RD	6/10/2024	APPROVE	
<b>DRA FORMS</b>			
PA-16 - 2024 APPLICATION FOR REIMBURSEMENT FOR FEDERAL AND STATE FOREST LAND	6/10/2024	APPROVE	
LETTER CONFIRMING TOWN WILL NOT BE USING FORM PA-28 IN 2025	6/10/2024	APPROVE	
<b>OTHER</b>			
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - B LAPREE	6/10/2024	APPROVE	

**VOTE:** Dunlap, Traum, Lipoma, Donohoe, and Whitley voted in favor of the motion; no votes against; **MOTION PASSED 5-0.**

- B. The Board reviewed the Select Board Public Meeting Minutes of May 28, 2024. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Select Board Public Meeting Minutes of May 28, 2024.

**VOTE:** Dunlap, Traum, Lipoma, Donohoe, and Whitley voted in favor of the motion; no votes against; **MOTION PASSED 5-0.**

- C. The Board reviewed the Select Board Nonpublic Session I Meeting Minutes of May 28, 2024. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Select Board Nonpublic Session I Meeting Minutes of May 28, 2024; Mr. Traum noted that the minutes are sealed.

**VOTE:** Dunlap, Traum, Lipoma, Donohoe, and Whitley voted in favor of the motion; no votes against; **MOTION PASSED 5-0.**

- D. The Board reviewed the Select Board Nonpublic Session II Meeting Minutes of May 28, 2024. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Select Board Nonpublic Session II Meeting Minutes of May 28, 2024; Mr. Traum noted that the minutes are sealed.

**VOTE:** Dunlap, Traum, Lipoma, Donohoe, and Whitley voted in favor of the motion; no votes against; **MOTION PASSED 5-0.**

- E. The Board reviewed the Select Board Nonpublic Session III Meeting Minutes of May 28, 2024. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Select Board Nonpublic Session III Meeting Minutes of May 28, 2024; Mr. Traum noted that the minutes are sealed.

**VOTE:** Dunlap, Traum, Lipoma, Donohoe, and Whitley voted in favor of the motion; no votes against; **MOTION PASSED 5-0.**

#### **IV. PUBLIC APPOINTMENTS:**

- A. Public Hearing – Update to Refuse Disposal Ordinance and Transfer Station Fee Schedule: Chair Dunlap noted the guidelines for the hearing, and welcomed the public to make any remarks they had regarding this subject.

Resident Kirk Morrill asked for some clarification on the tipping fee amount, and discussion ensued, regarding the proposed tipping and other fees, as well as other Transfer Station-related topics. Mr. Lipoma provided a synopsis of the general timeline of past meetings that included discussions of the Transfer Station fee schedule, noting that proposals and decisions regarding the fees must be agreed upon by the Hopkinton and Webster Select Boards.

In addition to Mr. Morrill, the following residents commented, asked questions, expressed opinions, and made suggestions related to tipping and other fees; taxes related to the Transfer Station; the Transfer Station fee-related petition warrant article from Town Meeting; supporting local businesses; concern over increased illegal dumping; definition of some fee schedule terminology; what is being done with stumps and brush; consideration of fee increases in incremental phases; consideration of days designated for free drop-off of brush, Christmas trees, etc.; the solar array; lagoon closure funding; and positive reinforcement for recycling: Cettie Connolly; Bill Palizzolo; Arnold Coda; Amanda Gilman; Dave DePiano; John Wescott; Christopher Gross; Byron Carr; Katherine Mitchell; Gary Rondeau; Tricia Lambert; Rita Blanchard; Frances Blamey; Cheryl Morse; Steve Eckberg; Loren Clement; Becky Eckstrom; and Jennifer Arias.

Members of the Board noted the extensive research that went into arriving at the figures in the fee schedule. This included gathering data from towns of a similar size; taking input from the Hopkinton Director of Public Works and Transfer Station Superintendent; and considering the fee recommendations from the NRRA.

With no additional public input, Chair Dunlap closed the public hearing and noted that the Board would be discussing and finalizing the ordinance with the Webster Select Board at their meeting in Webster next Monday.

- B. Public Input Session – Pay-by-Bag Program (green bags): Before opening the input session, Chair Dunlap thanked everyone for their participation in the just-closed public hearing. Due to the anticipated number of participants in this public input session, Chair Dunlap asked that people try to limit their comments to three minutes or less, which would be timed and flagged by Mr. Cass. She also pointed out that green bags have been a topic of discussion at Board meetings for a long time, particularly for approximately the past two years, and noted that since the Board members were not unanimous in how to proceed regarding the program, they scheduled tonight's public input session.

The following residents commented, asked questions, expressed opinions, and made suggestions generally or specifically in support of discontinuing the green (Pay-by-Bag)

program: Bill Palizzolo; Cheryl Morse; Dave DePiano; Bill Palizzolo (“the elder”); Amanda Gilman; Rita Blanchard; Candie Garvin; Roger Turcotte (Zoom); Christopher Gross; Dave Lambert; Tricia Lambert; George Langwasser; Loren Clement; and Brian Rousseau (Zoom).

The following residents commented, asked questions, expressed opinions, and made suggestions generally or specifically in support of continuing the green bag program, or complying with whatever the Town decides: Bonnie Christie; Jack Ruderman; Pat LaPree; Katherine Mitchell; Elizabeth Sides (Zoom); and Norm Goupil.

Topics of additional comments, questions, opinions, and suggestions included Transfer Station and green bag fees; revenues; various types of enforcement and/or positive reinforcement at the Transfer Station; programs to highlight positive aspects of recycling; frustration of only one town using green bags; automated/electronic system for Transfer Station enforcement; satellite recycling drop-off location; proper implementation of Pay-by-Bag program; the global trash problem; and some historical information regarding the Transfer Station. There were also compliments regarding the work done by the Transfer Station staff; the education outreach and signage in the recycling area; and the opportunity to gather as a community for this kind of forum.

Chair Dunlap thanked everyone for their attendance and input, and noted that it was all appreciated. She pointed out that the Board cannot make the decision to rescind the green bag program; this must be voted on at Town Meeting. The options noted were to either continue as we have been, until the time comes to put forward a warrant article for Town Meeting to rescind the program, or to double down on enforcement. Either way, Chair Dunlap noted that steps should be taken to prevent non-Hopkinton or Webster residents from using the Transfer Station.

Discussion ensued among Board members, with differing opinions expressed on how to move forward. Mr. Lipoma made a motion, seconded by Mr. Traum, to leave in place the hauler exemption that was enacted during COVID, and halt enforcement of the green bag program, pending a vote at Town Meeting, to either continue or rescind the green bag program.

A point of clarification came from Chair Dunlap. Noting that since there is not currently much proactive enforcement of the green bag program, Chair Dunlap asked Mr. Lipoma what his comment would be to people who use green bags. Mr. Lipoma noted that he would encourage people to recycle.

**VOTE:** Dunlap, Traum, and Lipoma voted in favor of the motion; Donohoe and Whitley voted against; **MOTION PASSED 3-2.**

Mr. Lipoma expressed appreciation to all the Transfer Station staff, thanking them for all their work. Chair Dunlap agreed, and added that there are some challenges, but all-in-all, it is a well-run Transfer Station, and the personnel are appreciated.

(Mr. Whitley was not able to stay for the remainder of the meeting, due to a work-related commitment.)

**V. OLD BUSINESS:**

A. Community Power Agreement: Dave Hemenway, Chair of the Webster Select Board and Board Member of the Community Power Coalition of New Hampshire, was present to answer any questions. Mr. Hemenway noted that Webster had adopted the Community Power Agreement, and a brief discussion ensued.

Mr. Donohoe moved, and Mr. Lipoma seconded:

That the Hopkinton Select Board hereby authorizes Town Administrator, Neal Cass, to enter into the Cost Sharing Agreement and Member Services Contract for the Complete Service Bundle on behalf of the Town of Hopkinton with the Community Power Coalition of New Hampshire (CPCNH) with the Select Board retaining the authority outlined for the Authorized Officer and reaffirming elections in Exhibit C Article VII Section 2 of the Agreement being a) Mark Zankel, Member Representative; b) Ken Traum, Alternate Representative; c) Neal Cass, Principal Executive Officer.

BE IT FURTHER MOVED, that the Hopkinton Select Board hereby approves CPCNH's Data Security and Privacy, Energy Portfolio Risk Management, Rates, and Financial Reserves Policies.

**VOTE:** Dunlap, Traum, Lipoma, and Donohoe voted in favor of the motion; no votes against; **MOTION PASSED 4-0.**

B. Storm Water Asset Management Grant: Mr. Cass noted the Town has been awarded this grant, which, like all other grants through DES, will require Governor and Council approval; the grant is in the amount of \$30 Thousand, the full cost of Phase I.

Mr. Traum moved, and Mr. Donohoe seconded:

The Hopkinton Select Board with Authority to Certify Actions, hereby votes to enter into a Clean Water State Revolving Fund grant agreement with the New Hampshire Department of Environmental Services to fund the development and implementation of an Asset Management Program for the Town of Hopkinton Stormwater. The Hopkinton Select Board further authorizes Town Administrator, Neal A. Cass, to execute any documents which may be necessary to effectuate the grant agreement.

**VOTE:** Dunlap, Traum, Lipoma, and Donohoe voted in favor of the motion; no votes against; **MOTION PASSED 4-0.**

**VI. NEW BUSINESS:**

Mr. Lipoma asked if a new committee should be formed to oversee operations and enforcement at the Transfer Station, and it was decided that Transfer Station staff would bring in a proposal.

**VII. TOWN ADMINISTRATOR UPDATES:**

There were no updates.

**X. NONPUBLIC SESSION:**

**NONPUBLIC SESSION - RSA 91-A: 3 II (b) Hiring**

Ms. Dunlap moved to go into a nonpublic session to discuss the hiring of 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
Thomas Lipoma	Yes
Jeffrey Donohoe	Yes

**MOTION PASSED 4-0.**

The Board and the Town Administrator went into nonpublic session, as recorded separately, at 8:40 p.m. The Board returned to public session at 8:45 p.m.

These minutes were not sealed.

**XI. ADJOURNMENT**

There being no further business, Ms. Dunlap moved that the meeting be adjourned. Mr. Traum seconded the motion. All members voted in favor and the meeting was declared adjourned at 8:45 p.m.

Respectfully submitted,

Cara Johnson  
Administrative/Assessing Assistant