



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 AND HEARING MINUTES
Hopkinton Town Hall – 330 Main Street
Tuesday, October 15, 2024
Approved**

I. CALL TO ORDER:

Chair Dunlap called this Public Meeting of the Select Board to order at 5:34 p.m. on Tuesday, October 15, 2024, and introduced the members of the Board.

Select Board

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

Webster Select Board

and Staff Present: David Hemenway; Marlo Herrick; and Town Administrator Dana Hadley

Staff Present:

Neal Cass, Town Administrator; Jolene Cochrane, Transfer Station Superintendent; and Cara Johnson, Administrative/Assessing Assistant

Public Participants: Brian Cressy; Renee Carey; George Langwasser; and Alyssa McKeon

II. POINTS OF PRIDE:

Noting that the budgets were due from department heads last Friday, Mr. Cass thanked everyone for their hard work.

Mr. Traum noted appreciation to Contoocook Village Precinct Commissioner Mike Metcalf for his excellent presentation to the Budget Committee regarding the status of the water system and the federal ruling related to lead in pipes.

III. ADMINISTRATIVE:

- A. The Board reviewed documents for signature, and approved (5-0) the Consent Agenda of October 15, 2024, taking the following action on a motion made by Mr. Traum and seconded by Mr. Whitley:

TOWN OF HOPKINTON - SELECT BOARD CONSENT AGENDA OCTOBER 15, 2024			
ITEM	DATE	ACTION	COMMENT
AP MANIFEST			
AP MANIFEST DATED 10/15/2024	10/15/2024	APPROVE	\$367,860.48
PREVIOUSLY APPROVED - NO ACTION NEEDED			
AP MANIFEST DATED 10/7/2024			\$817,246.94
AP MANIFEST DATED 9/30/2024			\$296,054.50

EMPLOYEE PAYROLL DATED 10/7/2024			\$107,117.52
DIRECT DEPOSIT: \$101,636.85			
PAYROLL CHECKS: \$5,480.67			
ABATEMENT REQUESTS			
208-003-D27 - D27 DEER RUN -2024 P1 PROP TAX - ABANDONED CAMPER/REMOVED BY SANDY BEACH	10/15/2024	APPROVE	\$72.00
208-003-B5 - B5 BEAR BROOK DRIVE - 2024 P1 PROP TAX - ABANDONED CAMPER/REMOVED BY SANDY BEACH	10/15/2024	APPROVE	\$105.00
208-003-H3 - H3 HUMMINGBIRD WAY - 2024 P1 PROP TAX - ABANDONED CAMPER/REMOVED BY SANDY BEACH	10/15/2024	APPROVE	\$56.00
INTENT TO CUT			
#24-227-09-T - 265-010-000 - 245 LOWER STRAW RD	10/15/2024	APPROVE	
OTHER			
PERSONNEL ACTION FORM - CHANGE IN EMPLOYEE STATUS - T ANDERSON	10/15/2024	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 September 23, 2024. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Select Board Public Meeting Minutes of September 23, 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 Meeting Minutes of September 23, 2024. Mr. Traum made a motion, seconded by Mr. Whitley, to approve the Select Board Nonpublic Session Meeting Minutes of September 23, 2024; Mr. Traum noted that the minutes are not sealed.

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

IV. PUBLIC APPOINTMENTS:

- A. Joint Meeting with the Webster Select Board:

1. Review of Fee Schedule – Before proceeding, Chair Dunlap noted that a lot of time and work have gone into developing the fees, and appreciation was expressed to all who have contributed to this effort. After the new fees went into effect at the Transfer Station in August, Ms. Cochrane compiled a list of observations and suggestions, so the two Select Boards worked their way through her list, and reviewed and discussed each of the following items:

- Windshield stickers – Particularly pertaining to property owners who borrow someone else’s vehicle, are using their company’s vehicle, and contractors who are hired to perform work on a property owner’s home. It was noted that the ordinance already specifies agents of a property owner are permitted to enter. It was decided that for now, it will be status quo, with ID/proof of residency being shown, but the ordinance may be updated with regard to contractors.
- Residential trash – Since it is difficult to differentiate between household trash and someone who brings trash for their neighborhood, as well as what makes up household trash, it was decided that there should be no charge for up to 100 pounds of trash into the hopper, as judged by Transfer Station staff, and anything that appears to be over 100 pounds would need to be weighed and there would be a charge in excess of 100 pounds going into the hopper.
- Brush/stumps – The recommendation from Public Works Director Dan Blanchette, with which both Boards and Ms. Cochrane agreed, is that there should be a charge for all brush, unless it is a small amount, such as in the trunk of a car or a small amount in a small pickup. This would mean removing the reference to the diameter of brush/stumps for a charge, and the \$10/\$20/\$30, based on the size of the vehicle, as specified in the fee schedule effective this past August, would be the fees charged for brush/stumps.
- Tires – It was agreed that decreasing the cost of passenger car and truck/light trailer tires to \$5 each would be a good idea.
- Electronics – It was agreed that tube televisions should be removed from the list of charges.

The discussion returned to windshield stickers and how an RFID electronic system would work with various scenarios. It was noted that:

- Yearly stickers, issued to color-coordinate with vehicle registration/inspection stickers, are favored.
- If the green bag program is rescinded by vote at Town Meeting, Webster and Hopkinton could have the same color-coordinated stickers. There should be more discussion of annual stickers after Town Meeting next year.
- Concern was expressed over possible need for increased staff time spent checking stickers if there were to be annual sticker color changes.
- A public hearing regarding fee schedule changes and stickers will be scheduled at a later date to be announced.

Mr. Cass later added that Transfer Station revenue jumped substantially in August, when the new fees became effective.

2. Update on Lagoon Closure – Mr. Cass projected slides of the conceptual plan prepared by Nobis, the engineers contracted by the Town. He noted that the plan

was presented to the DES this morning, and was well received. The proposal is to phase construction in a way that keeps the movement of the material to a minimum, and the plan is intended to protect the towns in the future, and follows all the solid waste regulations. The plan was reviewed in detail, and discussion ensued regarding the plan and the financial details. It was noted that:

- New rules have just come out, and all similar lagoons around the state must be closed within the next five years.
- There will be bond vote at Town Meeting in March.
- Bid specs are prepared, contracts awarded, and construction would begin in 2025 and finished in 2026.
- We have been awarded the ability to borrow the money from the State's Clean Water Revolving Fund. Mr. Cass noted thanks to Beverly Mesa-Zendt for writing the grant for this. The loan does not begin until construction is complete, although there is a 1% interest charge during the construction phase.
- Using revolving loan, 10% is forgiven by DES because of the grant; \$401 Thousand is part of the grant, and that comes off the total, so the actual amount borrowed is the previously noted \$3.65 Million.
- There will be more discussion between both Boards in the near future.

B. Public Hearing – 79-E Request:

Brian Cressy, owner of Cedar Street Holdings and the sole owner of the property at 16 Cedar Street, provided a brief history of his ownership of this property, his plans for a restaurant, and the challenges that arise when working on an old building. He noted:

- The building was gutted down to the studs.
- Updates include all new electrical, plumbing, HVAC, siding, windows, doors, and deck.
- Everything is new except the existing framework.

He added that approximately 70% or more of the materials have been from local businesses, and the majority of subcontractors have been from this area, as well.

Regarding the public benefit of the restaurant, Mr. Cressy noted that he is confident this business will draw Hopkinton residents and people traveling on the highway to Contoocook Village, where they are likely to shop at local businesses. Additionally:

- He also has a marketing plan geared toward people heading through the area to and from recreational activities in the mountains and lakes.
- He hopes to have the restaurant added to signage on the interstate.

When asked about the second floor of the building, Mr. Cressy noted that it will have office space for the restaurant manager and additional restrooms, but there are currently no plans for the remaining space on the second floor.

Before opening the public comment segment of the hearing, Chair Dunlap read an excerpt from RSA 79-E: Community Revitalization Tax Incentive, and noted that it is a state law that was passed in 2006. Mr. Cass added that it was approved and adopted at Hopkinton’s Town Meeting in 2009.

The following residents spoke:

- Renee Carey noted that she is pleased with the work that has been done on the building, but expressed concern over how the approval of this request may impact and be perceived by other property tax payers. Mr. Lipoma clarified some details of how 79-E is carried out, and Mr. Cass added that while approval of 79-E results in a lower tax for the duration of the number of years approved, it allows the developer to put more money into the project, so, when the 79-E expires, it means more tax revenue and a higher value, because the developer has expended more money into the property.
- Alyssa McKeon noted that in addition to being a resident, she owns a business in Contoocook Village, and she is also supportive of Mr. Cressy’s work and believes another restaurant in the village will be great for those traveling through the area and for those who live here. She added that, as someone who hopes to invest in more property in the future, she feels the 79-E opportunity is a huge incentive for improvement.
- George Langwasser noted his support for Mr. Cressy’s project, but also said he believes Mr. Cressy needs to provide the Select Board with a firm date for the completion of the project. Mr. Cressy responded by noting that nobody would like to have the restaurant open more than he.

With no further comments or questions, Chair Dunlap closed the public hearing, and thanked Mr. Cressy and everyone for their comments.

The Board reviewed the application and discussed how Mr. Cressy’s project fulfills items on the application checklist, and the length of time for which this may be granted.

Mr. Whitley made a motion to approve the 79-E application because it satisfies the following public benefits:

- Enhances the economic vitality of the designated area.
- Promotes development of the designated area.

Mr. Whitley further moved that the tax relief period be for five years, under the Substantial Rehabilitation Tax Relief Incentive section of the application. Mr. Donohoe seconded the motion. Clarification was made that the tax relief period would begin with the completion of rehabilitation.

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

V. OLD BUSINESS:

Joint Select Board/School Board Meeting Follow-up – Chair Dunlap noted that it was nice to connect

with the School Board again.

VI. NEW BUSINESS:

Budget Committee Update – Mr. Traum provided a brief synopsis of last week’s Budget Committee meeting. He noted:

- Most of the questions were related to the bonds.
- He shared with them all the information he had, and will add this evening’s information to information for their next meeting.
- Appreciation again for the excellent presentation by Mike Metcalf of the Contoocook Village Precinct.
- Select Board’s budget presentation to the Budget Committee is scheduled for December 11.

VII. TOWN ADMINISTRATOR UPDATES:

Mr. Cass noted:

A. Project Updates:

- Briar Hill Road work is moving forward and going well.
- Solar project work at the Transfer Station should be done soon. A control panel, which was the Town’s portion, went in two weeks ago; ReVision’s control panels are supposed to be done this week; and the next step will be working with Eversource.
- Met last week with Recreation Director Paula Simpkins, Director of Public Works Dan Blanchette, Superintendent of Buildings & Grounds Greg Roberts, and the group of skatepark volunteers. They are looking at what can be done and pulling together some figures for a fair comparison of long-term costs.

B. Revaluation Update: We are only waiting for the Sandy Beach assessment.

C. Budget Update:

- We are going through the department head budgets which were due last Friday.
- Will be meeting with department heads at the end of this week and next week.
- We are at about a 3% increase, without Capital; with Capital, we are at about a 10% increase.

D. Other Updates:

- Saturday is the Open House at the Fire Station, from 10:00 to 1:00.
- The Hopkinton Historical Society’s Cemetery Walk takes place on Saturday and Sunday.
- The new Human Services Coordinator starts on Monday.
- The Hopkinton Town Library recently held another successful, well attended Escape Room.

There was a brief discussion of the glitch that occurred in the recent launch of Community Power. It was noted that the Community Power Coalition is looking into the cause, and more information will be provided as it is available.

Mr. Traum noted that the NH Energy Expo is being held in Bow on Saturday, October 26. Members of the Hopkinton Community Power Committee will attend to see if it would make sense to consider being involved in next year's expo.

VIII. PUBLIC FORUM:

There were no comments or questions for Public Forum.

IX. OTHER:

There were no comments or questions for Other.

X. NONPUBLIC SESSIONS:

There were no nonpublic sessions.

XI. ADJOURNMENT

There being no further business, Mr. Donohoe moved that the meeting be adjourned. Mr. Whitley seconded the motion. All members voted in favor and the meeting was declared adjourned at 7:24 p.m.

Respectfully submitted,

Cara Johnson
Administrative/Assessing Assistant