



Town of Hopkinton

Office of Select Board

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SELECT BOARD WITH HOPKINTON FAIR OFFICIALS PUBLIC MEETING MINUTES

Administration Building at the Hopkinton
Fairgrounds

392 Kearsarge Ave., Contoocook

Friday, August 8, 2025

APPROVED

I. CALL TO ORDER:

Chair Dunlap called the Public Meeting of the Select Board to order at 8:02 a.m. on Friday, August 8, 2025, and introduced the members of the Board.

Select Board Members Present: Sabrina Dunlap, Jeffrey Donohoe and Victoria Bram. Alyssa McKeon arrived at 8:07.

Staff Present: Karen Hambleton, Town Administrator

Hopkinton State Fair Officials Present: Deb Curtis, John Pyteraf and Andy Morrill

II. NEW BUSINESS

- i. 2025 Hopkinton Fair Details - The group discussed the schedule and events planned for the 2025 Hopkinton State Fair, including BMX MotoCross, Lawnmower Racing, Draft Horses, the Children Entrepreneurs, as well as the other animal and agricultural shows. The Fair mentioned that they are stringent in their requirements for exhibitors to provide a certificate of insurance. Deb reported that the vendors had been moved around to open up the space and reduce congestion as folks move through the Fairgrounds. The Fair noted they are facing challenges in staffing this year and as a result, they are working with various groups to cover staffing. Deb stressed that there is much planning to ensure safety precautions are in place.
- ii. Townie Night was covered at length, including what had worked in the past and what hadn't gone as well. Communication to the Community about the details of Townie Night could be improved. There was also discussion about the staging of safety services.
- iii. The need to set up a communication timeline for 2026 that starts earlier and incorporates a budget plan was discussed. February was suggested as the time to begin that conversation. More effective communication throughout the year was also suggested.
- iv. A follow-up meeting was set for Friday, September 26, 2025, at 8:00 am.

III. ADJOURNMENT

Mr. Donohoe made a motion to adjourn the meeting. Ms. McKeon seconded the motion, and it was unanimously approved.

The meeting was adjourned at 9:38 a.m.

Respectfully submitted,

Karen Hambleton
Town Administrator