

**TOWN OF HOPKINTON
BOARD OF SELECTMEN
Meeting Date: August 5, 2003
MINUTES**

Members Present:

Ronald M. Clark, Chairman
Leonard A. Holden, Vice-Chairman
Mary C. Pratt
F. Eric Sonnett

Member Absent:

Paul J. Nelson

Others Present:

Comcast Technicians: Jim Cosgrove and Russ Phipps
MetroWest News: Dave McLaughlin, Reporter
Hopkinton Independent: Sarah Duckett, Reporter
Theodore D. Kozak, Executive Secretary
Geri Holland, Clerk
Fire Chief Gary Daugherty, Maureen L. Dwinell, Kimberly Pulnik, Kathy LaFlash, Ezat Parnia, Paul H. Dietz, Rebecca Robak, Patricia Duarte, Dr. John Phalen, Phil Totino, Nadine Stewart, Steve Reilly, Andrew Branz, Dave Stoldt, Bill Newell, Gail Fallon, Kwaku Kwateng, Ken Patrick, Michelle Gates, Jim Rogoze Steve Harvey, Jim Harvey, Doug Harvey, Tim Kilduff, Nancy Peters

6:00 p.m. Public Meeting/Move into Executive Session: Contract Negotiations

Mr. Clark opened the public meeting and entertained a motion to move into executive session for the sole purpose to discuss contract negotiations and move back into public session to continue the public meeting. So moved Mr. Sonnett. Second Mr. Holden. Roll Call: Mr. Clark: yes; Mr. Holden: yes; Mrs. Pratt: yes; Mr. Sonnett: yes. Unanimously voted.

7:00 p.m. Mr. Clark reopened the public session and invited those in attendance to stand for the Pledge of Allegiance. Town bills were approved for payment. Town Warrants were approved as followed:

- Town payroll #04-05 (pay period: 7/27/03-8/2/03) for \$124,701.68 (FICA: \$1,383.47)
- Town accounts payable #04-04 (run date: 7/31/03) for \$236,655.66
- School accounts payable #04-04 (run date: 8/1/03) for \$81,778.28

The Board signed the following warrants on July 30, 2003:

- Town payroll #04-04 (pay period: 7/20/03-7/26/03) for \$128,239.22 (FICA: \$1,469.03)
- Town accounts payable #04-02 (run date: 7/19/03) for \$679,058.92
- Town taxpayer refund #04-03 (run date: 7/29/03) for \$14,546.00
- Town manual check #03-81 (run date: 7/24/03) for \$365,700.00
- School accounts payable #04-1 (run date: 7/29/03) for \$55,005.49
- School student activity #04-2 (run date: 7/29/03) for \$1,574.76
- School payroll #04-02 (pay period: 7/10/03-7/23/03) for \$131,941.18 (FICA: \$1,795.84)

Minutes: 7/1/03; 7/15/03 (BOS/Quarterly); 7/15/03 (Appropriation Appointing Comm.); 7/23/03

1. July 1, 2003:

VOTE: Mr. Clark entertained a motion to approve the July 1, 2003, Selectmen minutes. So moved Mrs. Pratt. Second Mr. Sonnett. **Unanimously voted.**

2. July 15, 2003 (BOS/Quarterly Meeting)

VOTE: Mr. Clark entertained a motion to approve the July 15, 2003 Board of Selectmen/Quarterly meeting minutes. So moved Mr. Holden. Second Mrs. Pratt. **Unanimously voted.**

3. July 15, 2003 (Appropriation Appointing Committee)

VOTE: Mr. Clark entertained a motion to approve the July 15, Appropriation Appointing Committee minutes. So moved Mrs. Pratt. Second Mr. Sonnett. **Unanimously voted.**

4. July 23, 2003:

VOTE: Mr. Clark entertained a motion to approve the July 23, 2003 Selectmen minutes. So moved Mrs. Pratt. Second Mr. Sonnett. Mr. Clark abstained from the vote, as he was not present at the meeting. The votes are as follows: Mr. Holden: yes; Mrs. Pratt: yes; Mr. Sonnett: yes. **So voted.**

Notes: Maureen Dwinell, Town Treasurer/Collector (see attachment)

Mrs. Dwinell explained the two Notes for the Board's consideration as follows:

1. State Aid Anticipation Note for \$2,237,087 including the CDAG (\$600,000), PWED (\$600,000), Force Agreement (\$600,000), Town Hall roof (\$19,000), Chapter 90 (\$408,000), and Stormwater Force Agreement (\$9,242)

VOTE: Mr. Clark entertained a motion to approve for signature the State Aid Anticipation Note for \$2,237,087 as presented. So moved Mr. Sonnett. Second Mrs. Pratt. **Unanimously voted.**

2. Bond Anticipation Note for \$1,115,102 including the Police Station (\$650,000), Senior Center (\$185,000), and purchase of a ten-wheel dump truck (\$150,000), purchase of a tractor (\$105,102) and plans for the public works facility (\$25,000).

VOTE: Mr. Clark entertained a motion to approve for signature the Bond Anticipation Note, as presented. So moved Mr. Sonnett. Second Mr. Holden. **Unanimously voted.**

Federal Emergency Management Agency FEMA recognition: Fire Chief Gary Daugherty

Mr. Clark read a letter from the Federal Emergency Management Agency that thanks the Board's support of Fire Chief Gary Daugherty during his participation in the U.S. Fire Administration's National Fire Academy's Executive Fire Officer Program, and his completion of the four year program. Mr. Clark presented the Executive Fire Officer Program Certificate to Chief Daugherty and the Board commended him for his achievement.

Paramedic/EMT Regional Service: Fire Chief Gary Daugherty

Chief Daugherty talked about a meeting with the Town of Ashland's Fire Chief and Hopkinton Board of Selectmen and the Ashland Board of Selectmen scheduled August 20th at 7:00 p.m. to discuss the potential opportunity to utilize a paramedic/EMT regional service.

School Committee (one vacancy; term to 2004 Town Election)

Mr. Clark said that the one School Committee vacancy is a term to the 2004 Town Election. He explained the interviewing process and said that all candidates would be asked to wait in Room 211 while each candidate is interviewed by the Board of Selectmen and School Committee. Mr. Clark invited Mrs. Stewart, Chairman of the School Committee, to direct the School Committee's questions to each candidate. Mr. Clark reviewed the nominating process, which would be to vote each candidate that is nominated. Mr. Clark invited candidates to come forward and give an overview of their backgrounds and interest in wanting to serve on the School Committee. The candidates were 1.) Patricia Duarte; 2.) Paul Dietz; 3.) Stephen Reilly; and 4.) Rebecca Robak. Mr. Clark said that as he believes all candidates are qualified, he recommended the nomination of all four candidates.

VOTE: Mr. Sonnett motioned to nominate Patricia Duarte, Paul Dietz, Stephen Reilly and Rebecca Robak for the School Committee vacancy. Second Mrs. Pratt. Unanimously voted.

Members of the Board of Selectmen and School Committee wrote their vote on a piece of paper. Mrs. Holland read out the votes as follows: Mr. Clark: Patricia Duarte; Mr. Holden: Rebecca Robak; Mrs. Pratt: Mr. Dietz; Mr. Sonnett: Patricia Duarte; Mrs. Stewart: Rebecca Robak; Mr. Totino: Rebecca Robak; Mr. Branz: Rebecca Robak; Mr. Stoldt: Rebecca Robak.

Mr. Dietz had one vote; Patricia Duarte had two votes; and Rebecca Robak had five votes.

Rebecca Robak is appointed to the School Committee for a term to the 2004 Town Election.

Personnel Committee (one (1) vacancy; (3) term to 2006): 1.) Kimberly Pulnik

Mr. Clark invited Personnel Committee candidate, Kimberly Pulnik, to give an overview of her background and interest to serve on the Personnel Committee. Ms. Pulnik gave an overview of her background, which is in human resources and believes she could make a contribution to the Personnel Committee. Mr. Clark said that the Board has a goal for pay for performance program and asked her if she had experience in this area. Ms. Pulnik replied that she does.

VOTE: Mrs. Pratt motioned to appoint Kimberly Pulnik to the Personnel Committee with a term to June 30, 2006. Second Mr. Sonnett. **Unanimously voted.**

Economic Development General Discussion: Harvey Facility Expansion (Wood Street)

Mr. Clark began a discussion about developing the Town's economy by attracting new businesses to the community to raise revenue, without raising taxes. He asked Mr. Newell, Chairman of the Economic Commission and Development Financing Authority, to introduce his committee. Mr. Newell introduced the members and gave a brief overview of the ECDFFA members' backgrounds. He talked about the committee's mandate and the redevelopment of the downtown area. He pointed out some of the obstacles and observations made by the Committee for the redevelopment of downtown i.e., parking, rezoning etc. He said that the ECDFFA supports the implementation of a Downtown Blue Ribbon Committee. He said that the ECDFFA's primary goals include developing a user-friendly Town of Hopkinton business guide/brochure for potential businesses and to act as a liaison to them. He added that the ECDFFA would like to develop their own identity as a Commission and asked the Board of Selectmen to sanction their goals. Mr. Clark asked how they would attract businesses to the South Street location? Mr. Newell talked about outreach programs, which would include speaking with CEO's located on South Street to ask them what they are looking for. When Mr. Sonnett asked how the ECDFFA plans to distribute the brochure, Mr. Newell responded that they would need to work with the Chamber of Commerce on this. Mr. Clark commented that the zoning bylaw on South Street would need to be looked at also. Mr. Sonnett suggested

exploring available existing properties. Mr. Clark summarized the discussion and said that the Committee should talk to the various Town Boards and organizations i.e., Planning Board, Chamber of Commerce and look at areas of the town that could be rezoned.

Mr. Clark then asked for an update from E.L. Harvey of their schedule of the recycling facility. Mr. Harvey gave an overview of their schedule in going forward with their plans. Stephen Richmond, Harvey's attorney, gave a more in depth account of the hearing schedule with the various Town Boards. Mr. Clark asked for a timing forecast and when to expect revenue to the Town. Mr. Richmond responded that this is hard to predict, but could be within a year depending on obtaining permits. Mrs. Pratt questioned whether the facility would be good for the town and talked about contaminants in the ground water. Mrs. Pratt commented that it's the Board's job to protect the town and it's future. Mr. Clark noted that the object of this discussion is to talk about the process, which would impact the town's economic development and financial well being to the town. Mr. Clark asked Mrs. Peters for comments about the process. Mrs. Peters said that E.L. Harvey dictates the timetable, as there are certain conditions that come from the hearings. She said that one condition concerns the water issue. Mr. Clark asked how much notification is given to applicants when the Board of Health schedules them on their agendas. Mrs. Peters explained that the Board of Health meets every two weeks. She added that the applicants should monitor their own deadlines. She noted that the Board of Health has worked with E.L. Harvey to do this. Mr. Clark noted that applicants should be given enough notification and hopes that the Board of Health does so. Mrs. Peters replied that it is not the Board of Health's responsibility and said that the Board of Health takes every effort to have a dialog with applicants about the process. When asked about how much revenue the E.L. Harvey facility would generate to the town, Mr. Richmond commented that E.L. Harvey would generate between \$625,000 to \$650,000 annually.

Downtown Revitalization Committee Makeup

Mr. Clark began the discussion regarding the make-up of a Downtown Revitalization Committee. He recommended a member from the Voice of Vision Form, Planning Board, Historic District Commission, Chamber of Commerce, Garden Club and two merchants. Mr. Newell supports the Blue Ribbon Committee, but recommends a member from the ECDFFA serve on this committee. Mr. Rogoze, Chamber of Commerce, said that Dale Danahy, Colella's Supermarket, and Scott Richardson, Gorman & Richardson Architects, are interested in serving on the committee. Mr. Clark then recommended a representative from the Conservation Commission, two at large, one rep from the Historic District, one rep from the Planning Board and one from the Voices for Vision Forum. There was discussion regarding the committee's mission and possibly looking at the town's zoning and to research the opportunity for grants. Mr. Holden talked about the Parks & Recreation Commission's possible role in this committee. Mr. Clark recommended a nine-member board. Mr. Sonnett agreed and said that the committee could still gather input from other committees. He recommended that the membership have 2/3 from town boards and 1/3 at large members. Mr. Clark agreed with three at large members and six members from the town's various committees. Mrs. Pratt also agreed with this recommendation. Mr. Sonnett suggested three at large, one rep from the ECDFFA, one rep from the Historic District, two reps from the Chamber of Commerce, one rep from the Voices from Vision Forum, and a rep from the Planning Board. Mr. Holden agreed but recommended one rep from the Chamber of Commerce and one rep from the Parks & Recreation. Mrs. Pratt agreed to this. Mr. Clark gave a recap of the possible membership as follows: ECDFFA (1), Planning Board (1), Chamber of Commerce (1), Voices for Vision Forum (1), Parks & Recreation (1), Historic District (1), and (3) at large. Mr. Sonnett recommended (2) at large and (2) Chamber of Commerce. The Board agreed to this.

VOTE: Mr. Clark entertained a motion to implement a nine-member Downtown Revitalization Committee consisting of the following members: Planning (1); Historic District Commission (1); Economic Commission & Development Financing Authority (1); Voice for Vision Forum (1); Parks & Recreation Commission (1); Chamber of Commerce (2); and at large (2); and to appoint the Committee

for one-year terms to June 30, 2003 and Interim Chairman at the September 2nd Selectmen's meeting. So moved Mr. Sonnett. Second Mrs. Pratt. Unanimously voted.

Middlesex County Retirement Discussion

Mr. Kozak asked the Board to support special legislation to allow more direct oversight by the town's and cities of the general operation and investment of funds for the Middlesex County Retirement program. The Board agreed to endorse their support of the special legislation.

VOTE: Mr. Clark entertained a motion that the Town of Hopkinton supports the special legislation for the Middlesex County Retirement program. So moved Mr. Holden. Second Mrs. Pratt. Unanimously voted.

Release of Bond (Pyne, Sand & Stone)

Mr. Clark explained that James Pyne, Pyne Sand & Stone Co., Inc., requests the Town to release an earth removal bond with Hanover Insurance for an earth removal project on Fruit Street that was completed in the late 1980's. Mr. Clark added that in a letter from the Earth Removal Agent and DPW Director, Mr. Gaucher, he inspected the site for compliance with its conditions and the closeout conditions of the permit have been completed. Mr. Gaucher recommends that the bond for this project be released.

VOTE: Mr. Clark entertained a motion that the Board approves to release an earth removal bond with Hanover Insurance. So moved Mr. Sonnett. Second Mrs. Pratt. **Unanimously voted.**

Economic Commission & Development Financing Authority Resignation: Brian Durkin

VOTE: Mr. Clark entertained a motion to accept with regret a letter of resignation from Brian Durkin from the Economic Commission and Development Financing Authority. So moved Mr. Sonnett. Second Mrs. Pratt. **Unanimously voted.** The Board requests to send a letter of thanks to Mr. Durkin.

Hopkinton Housing Partnership Appointment: Sally Almy

VOTE: Mr. Clark entertained a motion to appoint Sally Almy to the Hopkinton Housing Partnership, as recommended by Mrs. Pratt, for a one-year term to June 30, 2004. So moved Mr. Sonnett. Second Mrs. Pratt. **Unanimously voted.**

Appointment of Auxiliary Officer Leo Kopec as a Special Police Officer

Mr. Clark read a letter from Police Chief Irvin that recommends Auxiliary Officer Leo Kopec for appointment as a Special Police Officer for the purpose of working details.

VOTE: Mr. Clark entertained a motion to appoint Leo Kopec as a Special Police Officer, as recommended by Police Chief Irvin. So moved Mr. Sonnett. Second Mrs. Pratt. **Unanimously voted.**

Daimler Chrysler Electric Cars Donation:

Mr. Sonnett explained that the Chrysler Company has donated three (3) Daimler Chrysler Electric cars valued at \$9,000 each to the Town. He explained that the Police Department would utilize the cars. He requested the Board to accept the gifts.

VOTE: Mr. Clark entertained a motion that the Town of Hopkinton accepts the gifts from Chrysler Company of three (3) Daimler Chrysler electric cars. So moved Mrs. Pratt. Second Mr. Holden. **Unanimously voted.**

One-Day Beer & Wine Licenses:

1. Albanian Orthodox Church: Mr. Clark read a letter of request from The Albanian Orthodox Church of the Annunciation for a one-day Beer & Wine License for their Annual Festival scheduled on September 7, 2003 at the New England Laborer's Training Camp from 12 Noon to 6:00 p.m. Mr. Clark noted that Chief Irvin has no problem with the issuance of this license.

VOTE: Mr. Clark entertained a motion to approve the one-day beer & wine license to the Albanian Orthodox Church of the Annunciation, as requested. So moved Mrs. Pratt. Second Mr. Sonnett. Unanimously voted.

2. N.E. USSA Softball: Mr. Clark read a letter of requests from John Pond, New England USSA Softball, for a series of softball events scheduled at Cornell's Field's located on Hayden Rowe Street on August 9, 10, 23, 24, 30 and September 1, 2, 6, 7, 27, and 28. All events start at 8:30 a.m. to 7:00 p.m. with the sale of liquor from 11:00 a.m. to 6:00 p.m., with the exception of the Sunday events which would be from 12:00 Noon to 6:00 p.m. The proceeds from the sale of the liquor will be used for the following: field repairs and My One Wish Foundation for the 9/27 & 28 events. Mr. Pond stated in his request that a Certificate of Insurance would be purchased for each event and his staff would handle security for the events. Mr. Clark noted that Police Chief Irvin has concerns regarding these license requests and asks the Board, if they grant their approval, to require Mr. Pond to provide security that would be adequate to insure people who are served alcoholic beverages at the softball fields to not leave the softball fields area with Alcoholic Beverages in their possession. Chief Irvin further requested that there would be a mechanism for an expedited reconsideration if the security is found to be inadequate or if any other problems occur. The Board discussed Chief Irvin's concerns and agreed to grant approval of August 9 and 10 only and then re-addressing the other requested dates after the event to determine if the security is found to be adequate and if any problems occur.

VOTE: Mr. Clark entertained a motion to approve the one-day Wine & Beer License requests from John Pond, New England USSA Softball, for the series of softball events scheduled at Cornell's Fields located on Hayden Rowe Street on August 9 and 10, 2003. So moved Mrs. Pratt. Second Mr. Sonnett. Unanimously voted.

READOUT MAIL

1. Mr. Clark read out a letter from the Department of Housing & Community Development that announced the funding of \$10,000 for the Soft Second Loan Program for the Metro West Soft Second Consortium, a program to promote affordable homeownership opportunities for low- and moderate-income first-time buyers.
2. Mr. Clark read out a letter of thanks from Fire Chief Daugherty to the Executive Office of Public Safety for providing the Town of Hopkinton with two defibrillators.

10:30 p.m. Mr. Clark entertained a motion to adjourn the public session. So moved Mr. Sonnett. Second Mr. Holden. Unanimously voted.

Respectfully submitted,

Geri Holland
Clerk
Date Approved: