

**TOWN OF HOPKINTON**  
**BOARD OF SELECTMEN**  
Meeting Date: October 5, 2004  
MINUTES

**Public Meeting Opened (Room 211)**

**Members Present:** F. Eric Sonnett, Chairman; Paul J. Nelson, Vice-Chairman; Leonard A. Holden; Mary C. Pratt.

**Others Present:** John T. Gaucher, DPW Director; Michael Mansir, Highway Manager; Theodore D. Kozak, Executive Secretary and Geri Holland

**Public Meeting Opened:**

**6:30 p.m.** Mr. Sonnett opened the public meeting and stated the purpose of the meeting is to review the Department of Public Works' capital items priority list of vehicles that would be presented to the Capital Improvement Committee for consideration at the 2005 Annual Town meeting. Mr. Sonnett invited Mr. Gaucher to present his recommendations.

Mr. Gaucher explained that since his last meeting with the BoS, he made revisions on the repair and replacement list of DPW vehicles by prioritizing the DPW's needs. He then reviewed the priority list of nine (9) vehicles explaining the repair and replacement costs of each item (See attachment).

6:40 p.m. Mr. Clark entered the meeting at this time.

1. S-22/1994 Elgin Pelican Sweeper:

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the S-22/1994 Elgin Pelican Sweeper, and discussed the possibility of replacing it with a 2006 Elgin Pelican Sweeper at a cost of \$117,000. When Mr. Sonnett asked if this is the DPW's number one priority, Mr. Gaucher responded yes.

**VOTE:** Mr. Sonnett entertained a motion to support Mr. Gaucher's number one priority recommendation to replace the S-22/1994 Elgin Pelican Sweeper with the 2006 Elgin Pelican Sweeper. **So moved Mr. Nelson Second Mr. Clark. Unanimously voted.**

2. S-4/1988 Mack RD690P w/Combination Dump/Spreader Body & Plow

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the S-4/1988 Mack RD690P w/Combination Dump/Spreader Body & Plow, and discussed the possibility of replacing it with a 2006 International 7600 six-wheel cab & chassis with a combination dump/spreader, plow, under body scraper, patrol wing and sand/salt spreader at a cost of \$150,000. There was some discussion regarding the trade-in cost which Mr. Mansir explained is \$8,500 and includes the patrol wing and sand/salt spreader.

**VOTE:** Mr. Sonnett entertained a motion to support Mr. Gaucher's number two priority recommendation to replace the S-4/1988 Mack RD690P with a combination dump/spreader body and plow with a 2006 International 7600 six-wheel cab and chassis with combination dump/spreader, plow, under body scraper, patrol wing and sand/salt spreader. **So moved Mrs. Pratt. Second Mr. Nelson. Unanimously voted.**

3. S-31/1995 Case 580 Backhoe

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the S-31/1995 Case 580 Backhoe, and discussed the possibility of replacing it with a 2006 Caterpillar Backhoe w/extendable boom. There was a discussion regarding if this machine is big enough for it's purpose, and Mr. Gaucher believes it is. Mr. Mansir added that as this machine is used in cemetery work, the size is best for working in small areas. When Mrs. Pratt asked if funds from the Cemetery budget could be used towards the replacement costs, Mr. Kozak responded that this might be possible.

**VOTE:** Mr. Sonnett entertained a motion to support Mr. Gaucher's number three priority recommendation to replace S-31/1995 Case 580 Backhoe with a 2006 Caterpillar backhoe w/extendable boom. **So moved Mr. Nelson. Second Mrs. Pratt. Unanimously voted.**

4. L-9/1986 Caterpillar IT28 Front end Loader

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the L-9/1986 Caterpillar IT28 Front end loader, and discussed the possibility of replacing it with a 2006 Caterpillar 938G Loader w/wing plow. When Mr. Sonnett asked how many more years could this loader last, Mr. Gaucher said that this loader could be used for loading and yard work. He doesn't recommend trading it in. He added that he could use the wing plow on another machine, and that the department needs three loaders for plowing.

**VOTE:** Mr. Sonnett entertained a motion to support Mr. Gaucher's number four priority recommendation to replace L-9/1986 Caterpillar IT28 Front end Loader with a 2006 Caterpillar 938G L loader with a wing plow. **So moved Mr. Clark. Second Mr. Nelson. Unanimously voted.**

5. M-1/1994 Ford F-250 4X4

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the M-1/1994 Ford F-250 4X4, and discussed the possibility of replacing it with a 2006 Ford F-350 4X4 with a utility body. When Mr. Kozak asked who drives the truck, Mr. Gaucher responded that mechanics drive the truck. Mr. Kozak commented that this is an expensive truck to be used as a mechanic's vehicle. Mr. Sonnett recommended a F-250 vs. the F-350, and using gasoline vs. diesel. There was a discussion regarding this before agreeing to make this priority number five on the list.

**VOTE:** Mr. Sonnett entertained a motion to support Mr. Gaucher's number five priority recommendation to replace the M-1/1994 Ford F-250 4X4 with a 2006 Ford F-350 4X4 with a utility body. **So moved Mr. Clark. Second Mr. Nelson. Unanimously voted.**

6. S-20/1996 Ford F-250 4X4

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the S-20/1996 Ford F-250 4X4, and discussed the possibility of replacing it with the 2006 Ford F-350 4X4 with a utility body and plow.

**VOTE:** Mr. Sonnet entertained a motion to support Mr. Gaucher's number six priority recommendation to replace S-20/1996 Ford F-250 4X4. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

7. S-31/Ford F-350 Dump Truck

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the S-31/Ford F-350 Dump Truck, and discussed the possibility of replacing it with the 2006 Ford F-550 Dump Truck with a plow. The Board requested Mr. Gaucher for more information regarding this priority and asked him to explain the next priority.

8. C-1/1995 Ford Crown Victoria

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the C-1/1995 Ford Crown Victoria, and discussed the possibility of replacing it with the 2006 Ford Explorer. The Board requested Mr. Gaucher for more information regarding this priority, and asked him to explain the next priority.

9. S-1/1995 Ford Explorer

Mr. Gaucher explained the purpose, repair and replacement costs (see attachment #1) of the S-1/1995 Ford Explorer, and discussed the possibility of replacing it with the 2006 Ford Explorer. The Board requested more information regarding this priority.

The Board agreed to not endorse priority numbers seven, eight, and nine. Mr. Gaucher stated that he believes that priority number seven "deserves a lot of consideration". **When Mrs. Pratt asked Mr. Gaucher if the new equipment would have the diesel converter in the trucks, Mr. Gaucher replied yes.**

**Vote:** Mr. Sonnett entertained a motion support Mr. Gaucher's priority number seven to replace S-31/Ford F350 dump truck with a 2006 Ford F-550 Dump truck with a plow. **So moved Mr. Nelson. Second Mr. Clark. Unanimously voted.**

**7:05 p.m.** The Board continued the public meeting in the Selectmen's Hearing Room at this time.

**Others Present:** HCAM Station Director: Jim Cozzens; MetroWest News: Dave McLaughlin; Town Clerk: Ann Click; Fire Chief Gary Daugherty; Ann Carroll; Kimberly Hesse; Bill Robinson; Recycling Committee: Tom Drechsler, Chairman, and Kevin Kohrt; Carol DeVeuve; Muriel Kramer; Nancy Peters; Selectmen's Office Theodore D. Kozak, Executive Secretary, and Geri Holland.

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**Public Meeting Opened/Pledge of Allegiance:**

**7:00 p.m.** Mr. Sonnett continued the public meeting and invited everyone to stand for the Pledge of Allegiance. Town warrants and bills were approved for payment.

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**Board of Selectmen Minutes: 9/21/04**

**Vote:** Mr. Sonnett entertained a motion to approve the September 21, 2004 minutes. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

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**November Election Warrant: Ann Click, Town Clerk**

Mrs. Click gave an overview of the election process and presented the November Election Warrant for the Board's signatures.

**Vote:** Mr. Sonnett entertained a motion to authorize the Board of Selectmen to sign the November Election Warrants. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

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**Public Hearing: Flammable Storage License Application (1<sup>st</sup> Congregational Church, 146 E. Main St.)**

Mr. Sonnett read the public hearing notice on the application of Lawrence Hardy, TASC, Inc. for The 1<sup>st</sup> Congregational Church, 146 East Main Street, Hopkinton, for the underground storage of 5,000 gallon propane to be stored at 146 East Main Street, Hopkinton.

**7:10 p.m. Vote:** Mr. Sonnett entertained a motion to open the public hearing. **So moved Mrs. Pratt. Second Mr. Sonnett. Unanimously voted.**

Mr. Sonnett read the abutter's list and asked if there were any abutters present. He noted that there were no abutters present at this meeting.

Mr. Sonnett asked the applicant, Mr. Hardy, to present the request. Mr. Hardy explained the request to add three- (3) 1000-gallon tanks to the south of the existing tanks located on the westerly side of the rear parking lot. The reason for the addition is to meet the heating needs that are required due to the building additions to the existing building. Mr. Hardy said that he has gone before appropriate boards i.e., Conservation Commission, Fire Department, and Building Department, and has received letters confirming approval of the installation of the additional three- (3) 1,000-gallon tanks. Lieutenant P. Clark, Operations Officer for the Fire Department, commented that the Fire Department endorses the request with restrictions as follows: 1. 527 CMR 8.00, 527 CMR 12.00 and NFPA 58 are in effect at all times; 2. Motor vehicle protection of all associated equipment, as noted on the plan submitted by Mr. Hardy (see attachment) will be installed; 3. The installer will provide certification that the tank(s) meet the minimum requirements of the Town of Hopkinton's Aquifer Overlay Protection Bylaw to insure that the applicant is not within the 100 year flood plain and/or the aquifer overlay a protection district.

Comments: Mrs. Pratt stated concerns about the issues of safety using propane gas vs. natural gas or oil and asked what precautionary measures would be taken should there ever be an accident. Mr. Hardy explained that the tanks are stored underground and that this would minimize any threat. He added the standard precautionary measures according to guidelines would be taken during the installation of the tanks. Mr. Clark asked if it is normal to use propane for a building this size versus natural gas or oil. Mr. Hardy responded that natural gas is preferred, but that natural gas hookup is not available at the Church's site. He added that the Church hopes to eventually hookup to natural gas should the pipeline be brought down their street, but this is not in the near future. He said that it would be more cost effective to bring in natural gas. He said that the building's piping is the right size to accommodate natural gas should this ever happen. Mr. Clark asked for an assessment should there be an explosion. Mr. Hardy responded that as the tanks are approximately 650 feet back from the street, and the Church being several hundred feet from the tanks, he doesn't see any eminent threat. He added that the tanks are in an isolated location.

**Vote:** Mr. Sonnett entertained a motion to close the public hearing. So moved Mr. Clark. **Second Mr. Holden. Unanimously voted.**

**Vote:** Mr. Sonnett entertained a motion to approve the request to install three (3) new one thousand (1,000) gallon underground tanks with the restrictions as outlined by the Fire Department as follows: 1.) 527 CMR 8.00, 527 CMR 12.00 and NFPA 58 are in effect at all times; 2.) Motor vehicle protection of all associated equipment, as noted on the plan submitted by Mr. Hardy (see attachment) will be installed; 3.) The installer will provide certification that the tank(s) meet the minimum requirements of the Town of Hopkinton's Aquifer Overlay Protection Bylaw to insure that the applicant is not within the 100 year flood plain and/or the aquifer overlay protection district. **So moved Mr. Nelson. Second Mr. Holden.**

Mrs. Pratt reiterated her concern about the usage of propane gas instead of oil. Mr. Hardy said that the building is heated with roof top air-conditioning/heating units and that oil doesn't function with this heating system. Mr. Nelson asked Mrs. Pratt if she personally disagrees with propane gas, as this propane gas is legally allowed and is within regulations. Mrs. Pratt realizes this, but believes that this is a lot of propane gas for this usage.

**The votes follow: Mr. Sonnett: yes; Mr. Clark: yes; Mr. Holden: yes; Mr. Nelson: yes; Mrs. Pratt: abstained. So voted.**

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**Revenue Enhancement Committee (term to 2005): Don Nash**

Mr. Sonnett referred to the application for the vacancy on the Revenue Enhancement Committee (REC) from Donald Nash who has an accounting background. Mr. Sonnett noted that Mr. Nash was unable to attend this evening's meeting. Mr. Nelson believed that there was another candidate, because as a member of REC, there was another candidate who had been attending the REC's meeting regularly who had expressed an interest in the vacancy. Mr. Sonnett responded that he met with that person and it was determined that as this was a short-term committee, the person preferred to be appointed to a long-term committee, so he withdrew his application. The Board discussed Mr. Nash's background and agreed that his background in finances would be of value to the REC. Mr. Clark noted a letter from the Hopkinton Chamber of Commerce endorsing Mr. Nash's appointment to the REC. The Board also agreed to consider his appointment as they are all acquainted with Mr. Nash and are aware of his commitment and service to the Town.

**Vote:** Mr. Sonnett entertained a motion to appoint Donald Nash with a term to 2005 to the Revenue Enhancement Committee. **So moved Mr. Clark. Second Mr. Nelson. Unanimously voted.**

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**Youth Commission (one (1) term to 2005; three (3) terms to 2007): Ann Carroll and Kim Hesse**

Mr. Sonnett explained that presently there are five vacancies on the Youth Commission with one term to 2005 and three terms to 2007.

**Candidate: Ann Carroll**

He invited candidate Ann Carroll to give an overview of her background and state why she would like to serve on the Youth Commission. Ms. Carroll gave a brief overview of her background including her work with students over her years of service working in higher education. She said that as a mother of a 10<sup>th</sup> grade Hopkinton High School student and her years of experience in higher education, she would bring a perspective that would be beneficial to the Youth Commission. Ms. Carroll said that she recently attended a Youth Commission meeting. The Board agreed that Ms. Carroll is well qualified to serve on the Commission.

**Vote:** Mr. Sonnett entertained a motion to appoint Ann Carroll to the Youth Commission for a term to 2007. **So moved Mrs. Pratt. Second Mr. Holden. Unanimously voted.**

**Candidate: Kim Hess**

Mr. Sonnett asked candidate, Kim Hess, to give an overview of her background and to state why she would like to serve on the Youth Commission. Ms. Hess gave a brief overview of her background including her background in working with many youth-related issues. Ms. Hess said that her concerns include issues with alcohol and tobacco related with today's student population. She believes her social service background would be helpful to the Youth Commission. The Board agreed that Ms. Hess is well qualified to serve on the Youth Commission.

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**Reappointments of the Middle School Council & H.S. Rep. to the Youth Commission (term to 2005):**

Mr. Sonnett explained that the Board does not vote to appoint the Middle School Council and High School representative positions to the Youth Commission until after school elections are held September. He read the names of those that were elected to the Middle School Council recently that includes Colin Keane, Maria Kennedy, Tom Coburn, and Jeffrey Doyle. He noted that Daniel Jeffrey Moore is the High School representative who was recommended by the School Department.

**Vote:** Mr. Sonnett entertained a motion to appoint the Middle School Council and the High School Representative positions to the Youth Commission for terms to 2005. **So moved Mr. Nelson. Second Mr. Holden. Unanimously voted.**

**Youth Commission vacancies announcement:**

Mr. Sonnett announced that there still are two vacancies on the Youth Commission and interested persons should submit a letter of interest to the Selectmen's Office.

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### **Hopkinton Cultural Council (terms to 2006): Bill Robinson**

Mr. Sonnett explained the purpose of the Hopkinton Cultural Council is to administer the distribution of funds provided by State Lottery, for a variety of cultural purposes and to conduct other activities to promote the arts. He said that the membership consists of a minimum of 5 and a maximum of 22.

#### Candidate: William H. Robinson

Mr. Sonnett invited Mr. Robinson to give an overview of his background and state why he would like to serve on the Hopkinton Cultural Council. Mr. Robinson gave a brief overview of his background in the business community and as an artist, and believes that his background would be helpful to the Hopkinton Cultural Council. The Board agreed that Mr. Robinson's background would be valuable to the Council.

**Vote:** Mr. Sonnett entertained a motion to appoint William Robinson to the Hopkinton Cultural Council for a term to 2007. So moved Mr. Nelson. Second Mr. Holden. Unanimously voted.

#### Hopkinton Cultural Council's vacancies announcement:

Mr. Sonnett announced that interested persons wishing to be considered for the Hopkinton Cultural Council should submit a letter of interest to the Selectmen's Office.

Mrs. Pratt suggested inviting the Hopkinton Cultural Council to a future Selectmen's meeting to give an overview of their mission and activities.

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### **Sister City with the Municipality of Marathon, Greece**

Mr. Sonnett gave an overview of the discussion at the last Selectmen's meeting on September 21<sup>st</sup> that authorized Mr. Kilduff to proceed in setting up a sister city relationship between the Town of Hopkinton and the Municipality of Marathon, Greece. Mr. Kilduff gave a progress report and said that he contacted the Mayor of Marathon, Greece and the U.S. Ambassador to Greece who both are enthusiastic about this relationship between the Town and Marathon, Greece. Mr. Sonnett read and signed the letter prepared by Mr. Kilduff that will be sent to the Mayor of Marathon, Greece that expresses the Town's interest in becoming a Sister City with the Municipality of Marathon, Greece. The Board thanked Mr. Kilduff for his help in moving this project forward.

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### **Recycling Proposal Overview: Tom Drechsler, Recycling Committee Chairman**

Mr. Drechsler said that the Recycling Committee has been working on ways to improve the mandatory recycling program. He said that the average annual increase for recycling of about 4% is a modest incline. He explained that the Committee would like to increase the amount of recycling by making a change in the requirements for recycling cardboard, and suggested that corrugated cardboard no longer be allowed to be disposed of in the trash collection. He said that the Recycling Committee would like to enforce this by the end of the year. Mr. Holden stated a concern for the elderly who are unable to break the cardboard down to the required recycling size. Mr. Clark asked if BFI, the waste pickup company, is enforcing the mandatory recycling program by not picking up the trash if the recycling is not left out. Mr. Drechsler responded that BFI is giving out some stickers, but not enforcing the "no pick-up" of trash policy, if the recycling is not left out. Mr. Clark stated that the Town needs to be firm about this "no pick-up" of trash policy. Mr. Drechsler said that he would defer to those who enforce the contract. Mr. Clark stated his disappointment that the sticker and no pickup of trash are not being enforced, and that this should be aggressively enforced. Mr. Sonnett agreed and announced to residents that if there is no recycling left to be picked up, to be aware that their trash would not be picked up. He also stated that the Board is working towards alternatives in raising revenue rather than raise taxes. He urged residents to recycle, as the Board is enforcing mandatory recycling. Mr. Sonnett said that

there also appears to be the continuing issue of the lack of recycling newspapers. Mrs. Pratt suggested surveying residents to learn what the reasons are why they do not recycle newspaper. Mr. Sonnett commented how he is impressed with the Recycling Committee's efforts. Mr. Clark congratulated Mr. Drechsler. Mr. Drechsler said that the Committee works well together and also gave credit to the previous Recycling Committee members for their efforts. When Mr. Holden asked about recycling containers, Mr. Drechsler said that he doesn't have any information about containers. He talked about the implementation of acquiring a container and marketing it through out the community.

**Vote:** Mr. Sonnett entertained a motion to approve non-pick up of trash unless recycling is also left out, and that cardboard would only be picked up with recycling effective December 1, 2004; and to direct the DPW and BFI to sticker non-pickup of trash if there is no recycling left out. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

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**8:00 p.m. Vote:** Mr. Sonnett entertained a motion to move out of public session for the purpose to hold the Appointing Appropriation Committee Meeting, and then move back into public session to continue the meeting. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

**8:15 p.m. The Board reconvened the Selectmen's Meeting at this time.**

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**Legal Assistance Request: Finley Perry, Capital Improvement Committee**

Mr. Sonnett read a letter from Mr. Perry, Chairman of the Capital Improvement Committee, and a legal assistance request for a half hour of Town Council's advice as to whether the jurisdiction of the Capital Improvements Committee, under the CIC's governing by-law and the state statute creating a community preservation fund, extends to the expenditure of Community Preservation funds.

**Vote:** Mr. Sonnett entertained a motion to approve the legal assistance request from the Capital Improvement Committee as requested. **So moved Mr. Clark. Second Mr. Holden. Unanimously voted.**

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**Phase VI Estimated Sewer Betterments (attachment)**

Mr. Sonnett explained that the Board's number one objective for FY'05 was to complete the funding of the Phase VI Sewer Program, which is currently not completed. He said that in the earlier stages of the project, everyone under the Phase VI program had been identified, but it was unknown at that time if the Town had enough capacity through the Westboro Treatment Plant to hook everyone up. He added that since that time, it is now known what the flow rates are and what is expected in hooking up the entire geographical Phase VI area. Mr. Sonnett said that initially a priority area of Phase VI was developed that would be allowed sewer connection, and the non-priority area would wait for connection at a later time. He further explained that the betterment assessment for the priority area under Phase VI is at a rate of 50% of the expected total betterment would be. Mr. Sonnett said that after Earth Tech Consultants and the Water Sewer Department did an analysis, it was determined that the Town could now initiate a betterment to the non-priority area, and the Town now had the opportunity to allow the non-priority area to hook-up. Mr. Sonnett invited Mr. Carty to give an overview of Phase VI and to give the Water & Sewer Department's recommendation.

Mr. Carty explained that the DPW Advisory Committee and the Board of Selectmen had asked Earth Tech, the Town's consultants, to take a look at the figures under Phase VI, which has been underway for the past six or seven years. Mr. Carty gave an overview of the connections under Phases I through V, including Phase VI, which would total 351,000 gallons a day as follows: The consultants took the last three year average flow, which is currently averaging about 297,000 gallons a day under the existing connections. He further explained that under Phase I, II and III just about everyone is connected, with the exception of a few; and under Phases

IV and V, there are about 427 connections of which 250 of those are currently connected to the system. He said using the water use records, the system is averaging approximately 180 gallons a day per household; and figuring that within the remaining people left, it gives the estimated flow for Phase IV and V, of about 30,000 gallons a day usage. He explained that under Phase VI most are metered, as well, and are averaging about 22,000 gallons a day usage; so, taking the existing average flow and the three year average of these figures, the total average is 351,000 gallons a day over to Westboro under the existing commitments. He added that the Town is allotted 400,000 gallons a day with Westboro. Mr. Sonnett concluded that from the analysis, under the existing guidelines with Westboro, the Town could now tie in the non-priority area under Phase VI. When Mr. Sonnet asked at what rate are people connecting under Phase IV and V, Mr. Carty responded approximately 10-15 a year out of the 427 potential connections. Mr. Sonnett added that the Board had a workshop with the Water & Sewer Department and Earth Tech to make sure that the Town can make all commitments and everyone was satisfied that the analysis was correct.

Discussion:

Mrs. Pratt said that she would need to step off the Board and questioned if this means that tonight's action is about putting in another sewerage treatment plant. Mr. Sonnett said that this issue is the second part of Phase VI. Mrs. Pratt asked if the non-priority list is the original list. Mr. Sonnett responded yes and added that the Town now has the capacity within Phase IV to make the connections. Mr. Sonnett said that the Town's Bylaw regarding Phase VI is to find a way to dispose of the effluent. He added that the Westboro Intermunicipal Agreement was designed to handle the residential sewerage needs of Hopkinton, and that the Town now has within Phase VI, the opportunity to put in a treatment plant or to find a way of disposing the effluent. Mr. Sonnett reiterated that tonight's action is because the Town now has the capacity within Phase VI to make connections with Westboro's existing sewerage plant, and that this does not mean that the project is closing. There was discussion regarding the assessments at 50% and not 100%. Mrs. Pratt said that she realized that the assessments are at 50%, but stated a concern for those being hooked up that they would be kept at a lower rate. He said this discussion is premature, as the CWMP study has not been finalized, which will direct the Town how to handle this. He said that tonight's objective is to discuss the existing hookup of Phase VI. Mr. Clark pointed out that the Town spent 3.5M to build Phase VI, but only bettered 1.5M of this, which puts the Town in a financial situation. He said that the Board is looking for ways to solve this financial problem in the interim. Mr. Clark added that as there is enough capacity in the Westboro facility and to better the balance of Phase VI to collect the \$2M in partial betterments would help recover the \$3.5M that was expended. He added that this isn't the long-term solution, but would bring in the needed revenue. He pointed out that this would also help the business community. He asked how many of the 38 addresses on the list are residential addresses. Mr. Carty responded about 15. Mr. Clark pointed out that the majority on the priority list includes the business community. He said that by hooking up the non-priority list to sewer is the natural progression of Phase VI.

**Vote:** Mr. Sonnett entertained a motion that the Board of Selectmen assess and certify to the Assessors the estimated 50% sewer assessments pursuant to G.L.c. 83. 15B, in connection with the Phase VI Sewer Construction Project as shown on *attachment #1* for non-priority properties in Phase VI; and that the estimated 50% sewer assessments shall be allocated by the fixed uniform rate method utilizing a combination of area and frontage methods such that area shall constitute 75% of the calculation and frontage shall constitute 25% of the calculation. So moved Mr. Clark. Second Mr. Holden.

Discussion: Mrs. Pratt discussed amending the motion so that no sewerage treatment plant for the 100K gallons would be built on Fruit Street. Mr. Sonnett asked Mrs. Pratt if she is amending the motion or making a statement. Mr. Clark asked that since Mrs. Pratt was an abutter to the Fruit Street property, should she be stepping off the Board because now she was bringing it up for discussion? He also said that her argument should be done another time, and pointed out that the motion on the table about betterments is a different issue than Mrs. Pratt's issue about the location of a package treatment plant. Mr. Sonnett asked if she would

like to make an amendment. After some discussion, Mrs. Pratt stated that the ATM presentation for the purchase of the land and the acceptance of the Conceptual Master Plan never included information about a treatment plant at Fruit St and only discussed effluent coming back from Westboro. She said that she wants a guarantee that a sewerage treatment plant is not to be built on the Fruit Street property, and to not have Earth Tech go forward with a plan and pay them to look at this 100,000 gallons, which she alleged this Board intends to increase to 250,000 gallons beyond that on Fruit Street. Mr. Clark said she was wrong about the TM presentation and that it included information about a potential sewage treatment plant at Fruit St. This potential package plant was also discussed at a variety of informational meetings he held and he recalled a discussion with the HPTA Executive Council when they asked him about odor with a treatment plant, and he explained that the new treatment plants do not have any odor. He added that Mrs. Pratt is mixing "apples with oranges". Mrs. Pratt said that she would step off the Board, as she is an abutter. Mrs. Pratt stepped off of the Board at this time and sat in the audience. Mr. Sonnett requested that she come back to vote the motion. Mrs. Pratt said that without an Amendment, she would not. Mr. Sonnett noted that Mrs. Pratt did not wish to make an amendment, and the motion should read under G.L. 87 not 83. Mr. Clark amended the motion to read G.L. 87.

**The votes follow:** Mr. Sonnett: yes; Mr. Clark: yes; Mr. Nelson: yes; Mr. Holden: yes. The vote is 4-0. So Voted.

Mr. Sonnett said to Mrs. Pratt that she did not have to step down from the Board, and wished the minutes to note that she was eligible to vote on this motion.

Mrs. Pratt returned to the Board at this time.

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### **Streamline Permitting Process Update**

Mr. Sonnett explained that one of the Board's objectives for this fiscal year in addition to finalizing Phase VI was to find a way to streamline the permitting approval process for individuals and businesses trying to obtain various permits. Mr. Sonnett invited Mr. Kozak to give an update regarding this issue. Mr. Kozak gave a brief overview of the presentation at the Selectmen's August 17<sup>th</sup> meeting, by representatives from ARC Innovation of MetroWest, about streamlining the permit approval process. He said that from that meeting, ARC sent information to the office about the process. Since that time, he has met twice with Town departments, Planning Board, Board of Health, Conservation Commission, and Building Department, to review the Business Development guidelines that are being updated by the Economic Commission and Development Financing Authority and the information sent by ARC. He said that he also called neighboring Towns to see what they have been doing in regards to the permitting process. He said that the Town's that he spoke with are putting together a committee that also consists of their various permitting departments to meet monthly or quarterly to review large projects to get an idea of what issues should be addressed to establish future guidelines. Mr. Kozak said that he also would like to look at the Town Hall to assist departments to work with businesses and individuals. Mr. Kozak also noted that the Selectmen's Office received correspondence this day from Dr. Duffy, Chairman of the Board of Assessors, of a Special Act, under MA Gen. Laws, Ch. 43 D, Sec. 94, Expedited Permitted Fees and Revolving Fund, to allow communities to adopt procedures to expedite local permitting and zoning decisions. The Board discussed the benefits of adopting procedures for a better permitting process and explored the idea of a Project Manager to manage the process. The Board commended Mr. Kozak for his efforts and asked him to continue with the process. Mr. Sonnett would like to implement the process before the end of the fiscal year.

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### **Seminar on PC Protection for Town employees:**

Mr. Sonnett referred to a memo from Steven Sohn offering a free two- (2) hour seminar to all employees entitled, "Protecting your PC and Personal Identity". Mr. Sonnett stressed the importance of this seminar for

the town's public safety officials and employees and asked the Board for their support to allow Mr. Sohn to present this seminar to town employees.

**Vote:** Mr. Sonnett entertained a motion to assist and direct Mr. Kozak to schedule the seminar with all town employees, including the School Department and the Town's Public Safety Officials. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

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### **Readout Mail**

1. Mr. Sonnett read a letter from Fire Chief Gary Daugherty of his department's notice from the State Department of Health, Office of Emergency Medical Services, that the Fire Department's Emergency Medical Services License has been upgraded to the Intermediate Advanced Life Support Level.
  2. Mr. Sonnett read a letter from Fire Chief Gary Daugherty that his Department has been awarded a grant in the amount of \$75,600 from the Department of Homeland Security, Office of Domestic Preparedness.
  3. Mr. Sonnett read a letter from the Commonwealth of MA's Office of Consumer Affairs and Business Regulation to Louis Sakin, Sealer of Weights and Measures for the Town of Hopkinton, awarding the Town a grant in the amount of \$10,000 for the purpose of enforcing item pricing, price verification and scanner accuracy in the Town.
  4. Mr. Sonnett read a letter from the Commonwealth of MA's Office of Department of Housing & Community Development of their approval of the Town of Hopkinton's Housing Plan effective September 13, 2004.
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### **Selectmen Liaisons Update**

- Mrs. Pratt announced the Charter Commission meeting scheduled at the Fire Station tomorrow evening.
  - Mrs. Pratt suggested that the Board have a discussion about abatement opportunities at a future Selectmen's meeting.
  - Mr. Clark suggested sending an email to those committees that they serve as the liaison to request that they regularly submit their agendas and minutes to the Town's Website, and their minutes to the Town Clerk's Office.
  - Mr. Holden thanked everyone for their pledges at the recent Hopkinton Community Endowment telethon, when he raised \$2,800 in pledges to have his head shaved while at the telethon. He announced that the total amount raised was approximately \$35,000.
  - Mrs. Pratt wished to apologize to E.L. Harvey's, Jim Harvey, for making remarks made at the last Selectmen's meeting. She said that she never meant to offend the Harvey family and was persistent about never accusing the Harvey's of not paying a bill. Mrs. Pratt apologized for the "way it came out". When Mr. Sonnett accepted the apology, Mrs. Pratt said "thank you".
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### **Transfer of Wetlands Protection Acts Funds to Conservation Commission Line Items**

Mr. Sonnett read a letter dated September 28, 2004 from Ellen Chagnon, Conservation Scientist for the Conservation Commission, stating that the Conservation Commission has reviewed the final FY'04 expenditure reports from the Town Accountant for expenses under the Wetlands Protection Act Fund; and that the Commission voted on September 13, 2004 to approve the transfer of the sum of \$2,736.08 from the Wetlands Protection Act Fund to Conservation Commission Line Items 143, 260, 309, 310, and 317. Ms. Chagnon requests on behalf of the Commission that the Board of Selectmen authorize the Town Accountant to make the transfer. Mr. Sonnett referred to a letter from Mr. MacAdam, Conservation Administrator, describing each Line Item as follows: #143 Wetlands Protection (#22 5/9); #260 Wetlands Protection (ACT #18); #309 Advertising (Wetlands Protection); #310 Office Supplies (Wetlands Protection office supplies); and #317 Other Services (Wetlands Protection (i.e., consultants).

**Vote:** Mr. Sonnett entertained a motion to authorize the Town Accountant to make the transfer as requested by the Conservation Commission in their letter dated September 28, 2004. **So moved Mr. Clark. Second Mr. Nelson. Unanimously voted.**

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**Accept gifts into the Town Treasures Gift Account**

**Vote:** Mr. Sonnett entertained a motion to accept gifts from *Peter and Susan Hellberg* for \$60.00 and *George and Nancy Reimann* for \$60.00 into the Town Treasures Gift Account. **So moved Mr. Holden. Second Mrs. Pratt. Unanimously voted.**

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**Change of Street Names: Scarlata Road to Deneen Road and Deneen Road to Scarlata Road**

Mr. Sonnett read a letter from Donna Deneen and Jean Scarlata that requests approval to change the names of their family's subdivision off Oakhurst Street by changing the present Scarlata Road to Deneen Road, and the present Deneen Road to Scarlata Road. Mr. Sonnett noted that both Chief Irvin and Chief Daugherty do not have a problem with the requested name changes.

**Vote:** Mr. Sonnett entertained a motion to approve the name changes, as requested. **So moved Mr. Holden. Second Mr. Nelson. Unanimously voted.**

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**Handicapped Parking Space: Ash Street nearest to Park Street**

Mr. Sonnett read a letter from Police Chief Irvin recommending that the Town designate a handicap parking space on the Town Common side of Ash Street nearest Park Street across from the Center School. The Board agreed to designate a handicap parking space on Ash Street as recommended by the Police Chief.

**Vote:** Mr. Sonnett entertained a motion to approve Police Chief Irvin's recommendation to designate a handicapped parking space on the Town Common side of Ash Street, nearest Park Street, across from the Center School. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

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**Accept gift from EMC Corporation**

Mr. Sonnett read a letter from Sandra Lehane, Global Facilities Project Manager from EMC Corporation, of EMC's gift in the amount of \$38,569.02 as their payment to the Town of Hopkinton for application to the payment of the work performed under Payment Application #14 of the South Street Traffic & Roadway Improvements Project.

**Vote:** Mr. Sonnett entertained a motion to accept EMC's gift in the amount of \$38,569.02 as their payment to the Town of Hopkinton for application to the payment of the work performed under Payment Application #14 of the South Street Traffic & Roadway Improvements Project. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

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**Meeting Adjourned:**

**9:45 p.m. Vote:** Mr. Sonnett entertained a motion to adjourn the public meeting. **So moved Mr. Clark. Second Mr. Nelson. Unanimously voted.**

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Respectfully submitted,

Geri Holland  
Date Approved: 10/19/04