

**TOWN OF HOPKINTON
BOARD OF SELECTMEN
Meeting Date: February 14, 2006
MINUTES**

Members Present: F. Eric Sonnett, Chairman; Leonard A. Holden, Vice-Chairman; Mary C. Pratt; Muriel E. Kramer; Ronald M. Clark

Others Present: HCAM Station: Beth Fennier; HopNews: Robert Falcione; Police Chief Thomas Irvin; Michael Shepard, Director of Municipal Inspections; John T. Gaucher, DPW Director; John Coolidge; Mark Abate; and Kevin Kohrt; Carol DeVeuve; Gail Clifford; Jeff Furber; Patrick and Kathy Whalen; Selectmen's Office Theodore D. Kozak, Executive Secretary, and Geri Holland, Executive Assistant.

Meeting Opened/Pledge of Allegiance (Selectmen's Hearing Room)

7:00 p.m. Mr. Sonnett, Chairman, opened the public session and invited everyone to stand for the Pledge of Allegiance.

Selectmen's minutes:

Vote: Mr. Sonnett entertained a motion to approve the January 31, 2006 Executive Session Selectmen's minutes. **So moved Mrs. Pratt. Second Mr. Holden. Unanimously voted.**

Accessible Parking near Town Hall: Police Chief Thomas Irvin & Michael Shepard, ADA Coordinator

Mr. Shepard, ADA Coordinator and Zoning Enforcement Officer, gave an overview of his assessment of the Handicapped accessible parking spaces in front of the Town Hall, and in front of the Public Library. He said that he met with the Police Chief, Parking Clerk, Head Librarian and DPW Director to consult with them about the parking needs, and how to go about recommending the course of action for the Board's consideration. Mr. Shepard pointed out that the spaces are incorrectly marked, and may prove to be dangerous to persons with a disability who would be entering and exiting their vehicles from parallel parking places located directly on Main Street. Mr. Shepard recommended the following: 1.) Remove the handicapped parking signage at the space in front of the Town Hall and revert to a "regular" space; 2.) Remove the handicap signage at the curb in front of the Public Library and have the space revert to a "regular" space or a space with signage which limits the parking time to a short timeframe i.e., ten minutes or less. Mr. Shepard pointed out that the Public Library has the required handicap parking space in the rear of the building, with a sign in the front of the building directing vehicles to that space; 3.) Provide new compliant signage at the rear of the Town Hall making one of the spaces "van-accessible"; and 4.) After the Town installs "compliant signage", require Bill's Pizza, The Middlesex Savings Bank and the Masonic Lodge to do the same. Police Chief Irvin supports Mr. Shepard's recommendations and stated his appreciation of Mr. Shepard's analysis of the situation and for his proposal. The Board discussed this further and agreed with Mr. Shepard's recommendations.

Vote: Mr. Sonnett entertained a motion to approve the recommendations to remove the handicap parking spaces in front of the Town Hall and Public Library; to place a 10 minute parking sign at those two spaces; to have the proper handicap signage including a van accessible sign at the handicap spaces behind the Town Hall; and to require the same proper handicap signage at Bill's Pizza, The Middlesex Savings Bank and the Masonic Lodge. **So moved Mr. Clark. Second Mrs. Kramer. Unanimously voted.**

Engineering Services for Lake Maspenock Dam Phase II Evaluation: J.T. Gaucher, DPW Director

Mr. Gaucher reviewed the proposal review matrix for engineering services for Lake Maspenock Dam Phase II Evaluation. He said that he and Mr. Kozak studied the proposals and based on the ratings, they determined that the proposal from Pare Engineering was in the best interest of the Town. Mr. Gaucher recommended Pare as they have the best price and highest ranking. Mr. Sonnett said that the DPW Advisory Committee met and agreed to award the bid to Pare. There was a discussion regarding the various bidders' backgrounds. Mr. Gaucher said that the evaluation is scheduled to be completed on March 31, 2006.

Vote: Mr. Sonnett entertained a motion to award the bid to Pare to perform the engineering services for Lake Maspenock Dam Phase II evaluation. **So moved Mrs. Pratt. Second Mr. Holden. Unanimously voted.**

Intersection at School Street and West Main Street

Mr. Gaucher said that he met with the DPW Advisory Committee to discuss the information that he received from the Planning Board of a new development planned on East Street in Upton, which is just over the town line on School Street. Mr. Gaucher said that the developer had met with the Planning Board to discuss improvements to the School Street and West Main Street intersection due to the expected increase in traffic from the new development. He said that the DPW Advisory Committee recommended for the Planning Board to meet again with the developer to discuss possible mitigation by them for improvements to the intersection. There was a discussion about the potential ways to address this issue that being adding a red light at an estimated cost of \$120,000 versus widening the roadway at a potential cost of a half of million dollars. The Board agreed to recommend that the Planning Board look further into this issue and have a discussion with the developer.

Stormwater Management Bylaw

Mr. Gaucher said that Mrs. Pratt had asked the Planning Director, Elaine Lazarus, to put together a bylaw based on recent State legislation allowing the creation of Stormwater utilities. He said that the bylaw is on the DPW Advisory's agenda for discussion at the March 7th meeting. Mrs. Pratt said that she could submit this as a petitioner's article at the 2006 Annual Town Meeting.

Permission to access the facility off the highway using the existing road: E.L. Harvey's transfer station

Mr. Sonnett read a memo that pertains to a request from the Planning director, Elaine Lazarus, requesting the Board to contact the Town of Westborough to initiate a mechanism to allow for the Massachusetts Turnpike Authority to install an entranceway in order for E.L. Harvey's new transfer station to have access for trucks using their facility. Mr. Sonnett asked Mr. Abate, Planning Board Chairman, what the Planning Board plans to do in regards to this issue and what they would like from the Board of Selectmen. Mr. Abate responded that the Planning Board requests the Board of Selectmen's support of the entranceway and would like to meet with Westborough's Board of Selectmen to come up with a plan in approaching the MA Turnpike Authority. Mr. Sonnett asked Mr. Kozak to set-up a meeting with Westborough's Selectmen. Mr. Kozak also mentioned that a Westboro resident is interested in any action that might be taken and is willing to assist. Mr. Sonnett also recommended contacting the State's legislators. Mr. Sonnett asked the Board members if they had any problem with sending a letter of support to the Town of Westborough. No one had any problem with sending a letter. Mr. Sonnett asked if the Planning Office could prepare a letter to send to the Town of Westborough's Board of Selectmen.

Vote: Mr. Sonnett entertained a motion to authorize the Chairman to sign the letter to the Town of Westborough's Board of Selectmen to request a meeting to discuss proposing a plan to the MA Turnpike Authority. **So moved Mr. Clark. Second Mr. Holden. Unanimously voted.**

Vote to close submission of Petition Articles

Mr. Kozak said that the Town's Bylaw states that articles submitted by petitioners shall be delivered to the Selectmen on or before the later of the first day in March in each year or the deadline for inclusion in the Annual Report, as voted by the Board of Selectmen. He added that petition articles are not included in the Annual Town Report and recommended the Board to close the submission of petition articles for the 2006 Annual Town meeting on March 1, 2006.

Vote: Mr. Sonnett entertained a motion to close the submission of Petition articles for the 2006 Annual Town Meeting on March 1, 2006. **So moved Mr. Clark. Second Mrs. Kramer. Unanimously voted.**

Annual Town Meeting Articles (see attachment)

Mr. Sonnett invited Mark Abate, Chairman of the Planning Board, to review the Planning Board's articles, and John Coolidge, Chairman of the Community Preservation Committee, to review the CPC's articles for the May Annual Town Meeting. Mr. Sonnett asked to invite all other departments that are sponsoring articles at the February 28th meeting to review their articles.

Liaison Reports

1. **MAPC/MPO:**

Mrs. Pratt gave a brief overview of Massachusetts Area Planning Council/Metropolitan Planning Office's (MPO) update. She stated that under the fiscal year 2007 Transportation Improvement Planning (TIP) program that funds are being cut back and that no funds that are really needed are coming back to the towns. Mr. Sonnet talked about a \$60,000 grant that would study the impact Weston Nurseries property would have on Hopkinton, Southborough and Ashland.

2. **Parent Education Meetings:**

Mrs. Pratt talked about two programs sponsored by the School Council scheduled on February 5 from 7-8 p.m. to discuss the book, "Real Boys" by William Pollack and on March 16, 7-9 p.m. to discuss the book "Odd Girl Out" and "Odd Girl Speak". Both programs will be held at the Hopkins School, and Mrs. Pratt encouraged residents to attend these programs.

3. **Funding Factory:**

Mrs. Pratt talked about Hopkinton School's project to raise funds by participating in the Funding Factory Recycling Program, which is to collect empty laser and inkjet cartridges and used cell phones at various town locations, including the Hopkinton Town Hall, Post Office, and the Central Administration Building for the School Department.

4. **Hopkinton Police Department:**

Mrs. Kramer wished to publicly thank the Hopkinton Police Department for the professional manner in which they have been handling the recent homicide case that occurred in Hopkinton a few weeks ago.

Readout Mail

5. **Letter from the Hopkinton Police Department: Officer Stephen F. Buckley**

Mr. Sonnett read a letter from Police Officer Stephen Buckley informing the public about a scam involving telephone callers claiming that bank accounts have been accessed and how urgent it is to correct this and proceed to ask personal information including bank account numbers.

6. **Municipal Management Associates:**

Mr. Sonnett read a letter from Municipal Management Associates (MMA) that recognizes Geri Holland, Parking Clerk, for being the second among 60 clients with an outstanding collection percentage of 111.2% for old unpaid parking pickets. Mr. Sonnett presented a plaque that the MMA sent to Ms. Holland.

7. Joseph P. Keefe Technical School:

Mr. Sonnett read a letter from Peter Dewar, Superintendent/Director of Joseph P. Keefe Technical School to Mrs. Pratt thanking her for attending Keefe Tech's Open House on February 4.

8. Resignation: Laurence Faiman, Town Counsel

Mr. Sonnett read a letter from Town Counsel, Laurence Faiman, announcing his resignation as Town Counsel effective June 30, 2006 or earlier should the Town find another replacement. Attorney Faiman is in the process of planning his retirement. Mr. Sonnett noted that Attorney Faiman has served as Town Counsel for the past thirty years.

9. Resignation: Michael Shepard, Director of Municipal Inspections

Mr. Sonnett read a letter from Michael Shepard, Director of Municipal Inspections, of his resignation of his position effective on or about March 29, 2006, as he has accepted a position in another community.

Legal Assistance request: Planning Board

Mr. Sonnett read a legal assistance request from the Planning Board for two (2) hours of Town Counsel's advice relative to the Site Plan submitted by E.L. Harvey & Sons for the Materials Recycling and Recovery Facility on Wood Street that was approved by the Planning Board. The Planning Board would like to have Town Counsel's review of the written decision before it's filed.

Vote: Mr. Sonnett entertained a motion to approve the legal assistance request as submitted by the Planning Board. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

Legal Assistance request: Housing Committee

Mr. Sonnett read a legal assistance request from the Housing Committee for two (2) hours of Town Counsel's opinion and advice relative to the development of Town owned parcels for affordable housing.

Vote: Mr. Sonnett entertained a motion to approve the legal assistance request as submitted by the Housing Committee. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

Marathon Fund Requests

High School Golf Team:

Mr. Sonnett read a request for marathon funds from the High School Golf Team for \$934.80 for the purpose of funding the purchase of hooded sweatshirts (24) for the Tri-Valley and Division South Championship Golf Team.

Vote: Mr. Sonnett entertained a motion to approve the request for Marathon Funds from High School Golf Team for \$934.80. **So moved Mrs. Kramer. Second Mr. Clark. Unanimously voted.**

Post Prom Committee:

Mr. Sonnett read a request for marathon funds from the Post Prom Committee for \$3,575 for the purpose of funding the cost of equipment for use at the Post Prom Party at the High School.

Vote: Mr. Sonnett entertained a motion to approve the request for Marathon Funds from the Post Prom Committee for \$3,575. **So moved Mr. Clark. Second Mrs. Pratt. Unanimously voted.**

Marathon Fund Committee:

Mr. Sonnett read a request for marathon funds from the Marathon Fund Committee for \$6,000 for the purpose of funding six (6) \$1,000 scholarships for three (3) boys and three (3) girls who will be graduating from High School in 2006. It was noted that this is an annual request.

Vote: Mr. Sonnett entertained a motion to approve the request for Marathon Funds from Marathon Fund Committee for \$6,000 for the purpose of funding six (6) \$1,000 scholarships for three (3) boys and three (3) girls who will be graduating from High School in 2006. **So moved Mrs. Kramer. Second Mr. Holden. Unanimously voted.**

Common Victualer License: Applicant: Sodexho Services: EMC location at 117 South Street Annex

Mr. Sonnett read a Common Victualer License Application from applicant, Sodexho Services at EMC Corporation, 117 South Street Annex. It was noted that the Board of Health inspected the premises and has submitted a permit that states the license is granted in conformity with the Statutes and ordinances.

Vote: Mr. Sonnett entertained a motion to approve the Common Victualer License to Sodexho Services located at EMC Corporation, 117 South Street Annex effective until June 30, 2006. **So moved Mrs. Pratt. Second Mrs. Kramer. Unanimously voted.**

Accept Conservation Commission resignation: Brian Morrison

Mr. Sonnett read a letter from Brian Morrison of his resignation as Chairman and member of the Conservation Commission effective immediately. Mr. Morrison also stated his wish to remain as a member on the Land Use Study Committee and the Open Space Preservation Commission., but if requested by the Board, he would also resign from these positions as well.

Vote: Mr. Sonnett entertained a motion to accept Brian Morrison's resignation as Chairman and member of the Conservation Commission. **So moved Mr. Clark. Second Mr. Holden. Unanimously voted.**

Vote: Mr. Sonnett entertained a motion in pursuant to Mr. Brian Morrison's letter dated February 9, 2006 to accept his resignations from the Open Space Preservation Commission and the Land Use Study Committee. **So moved Mr. Clark. Second Mrs. Pratt.**

Discussion: There was a discussion regarding Mr. Morrison's position on the Open Space Preservation Commission and the Land Use Study Committee, and Mr. Sonnett explained that both positions were representatives as the Chairman of the Conservation Commission. **The votes were as follows: Mr. Sonnett: yes; Mr. Clark: yes; Mr. Holden: yes; Mrs. Pratt: no; Mrs. Kramer: no. So voted.**

Mrs. Kramer stated that Mr. Morrison respectfully requested that his letter be read into the record. Mrs. Kramer asked to read Mr. Morrison's open letter to residents dated February 9, 2006. Mr. Sonnett stated that he does not wish to do so. He noted that the letter was posted on HopNews should residents wish to read it. Mrs. Kramer asked that the letter be include din the record of the meeting.

Mrs. Kramer commented that it is no secret that she was not supportive of the hearing process as defined by the Board of Selectmen She said that with Mr. Morrison's resignation, he has spared the Town the expenses and potential embarrassment that would result from any hearing process. Mrs. Kramer wished to thank the Conservation staff for their professionalism under fire and Mr. Morrison for his nearly ten years of dedicated service to the Town while serving on the Conservation Commission.

Public Meeting Adjourned:

9:00 p.m. Vote: Mr. Sonnett entertained a motion to adjourn the public meeting. **So moved Mr. Clark. Second Mrs. Kramer. Unanimously voted.**

Respectfully submitted,
Geri Holland
Executive Assistant
Date Approved: 2/28/06