

TOWN OF HOPKINTON
BOARD OF SELECTMEN
Meeting Date: December 18, 2007
MINUTES

Board of Selectmen members present: Muriel E. Kramer, Chairwoman; Mary Pratt, Vice-Chairwoman; Michael Shepard; Brian Herr; Matt Zettek

Others Present: Richard Conn, MetroWest News; Casey Kadlik, HCAM; Demian David Tebaldi, Esq. HopNews; Amy Comcowich, Hopkinton Crier; Boulder Capital Representatives: Mr. MacDowell, II and Mr. MacDowell, III; Ronald Clark; F. Eric Sonnett; Brian Main; Jeff Doherty; John Coolidge; David Goldman; Tim Richmond, Max Performance; High School Students: Matt Johnson; Marissa Zepf; Colleen Burns; Robby Beecher; Christopher Murkowski; Maria Kennedy; Julianna Carbone; Michael Abbate; Brian Gordon; Anthony Troiano, Town Manager; Geri Holland, Executive Assistant

7:00 p.m Open Public Meeting/Stand for the Pledge of Allegiance

Mrs. Kramer opened the public meeting and invited everyone to stand for the Pledge of Allegiance.

Budget Message Recap

Mrs. Kramer gave an overview of the Board's recent Budget discussion held at the Quarterly meeting on December 4th and read the following budget message that was sent to Department Heads: "The Board of Selectmen is committed to provide as close to level services as possible for FY'09. To facilitate the budget discussion, please submit both a level service budget and a level funded budget. As part of the process, the Board of Selectmen is requiring all departments to demonstrate what they are doing to increase revenues, including fees; decrease costs, including cross functional service opportunities; and improve efficiencies."

Public Discussion: 1) Mrs. Ann Click, Town Clerk; 2) Mr. Ronald Clark

- 1) Mrs. Ann Click, Town Clerk, reminded residents that the deadline to register for the Presidential Primary scheduled on February 5, 2008 is January 16, 2008.
- 2) Mr. Ronald Clark asked the Board whether there had been any progress on the issue raised after the May 2007 Annual Town meeting regarding the Parks and Recreation Commission's (P&R) use of a portion of the Whitehall property to expand existing soccer fields to regulation size. Mr. Shepard responded that Mr. Clark is accurate; and that before the May 2007 Town Meeting, he met with the P&R and Open Space Preservation Commission (OSPC) to work out this issue; and about two to three weeks ago, he met with P&R and asked where they were at in regards to this issue. P&R admitted that they "dropped the ball" and would work on this project. Mr. Shepard added that he advised the P&R last year that he would not support a conservation restriction on the Whitehall property until all of the details are worked out. Mr. Clark thanked the Board for the update.
- 3) Mr. F. Eric Sonnett talked about an article in the MetroWest News that records were destroyed by a member of a Town committee; and said that as he has no authority as a citizen to request that the letter be reconstructed; he, therefore, asked the Board of Selectmen to request that the destroyed letter be reconstructed and made available to the public. Mr. Jeff Doherty from the Open Space Preservation Committee said that the OSPC welcomes the Parks & Recreation Commission to work together to establish a plan suitable to everyone; he added they both met last May they have since not been able to have a site walk on the property. He pledged that he is willing to work with the P&R to come up with a positive solution. In regards to the destroyed record that Mr. Sonnett referred to, Mr. Doherty took full responsibility and said that he did not realize that the letter was a public record, as the document was never voted on. He said that when negotiating with a landowner, it is difficult to

divulge material to the public. Mr. Doherty took full responsible for the incident and, in fact, said that he spoke to the Town Clerk today who referred him to Mr. Terry French from the Public Records Department in Boston. Mr. Doherty apologized; and believes that after speaking with Mr. French, he is now informed and educated regarding the public records issue. Mrs. Pratt pointed out that all public meetings need to be posted within 48 hours before a meeting is held; and that the Board of Selectmen were just informed of this issue. Mr. Herr recommended that the public records training be scheduled. Mr. Troiano responded that he would call the State tomorrow to set-up a training program. Mr. Shepard requested that Town Counsel look at this and be prepared to discuss this issue at the next meeting. Mrs. Kramer responded that this just needed to be worked out and expressed her appreciation of everyone's efforts to work professionally in helping to sort this issue through.

Triathlon Event @ the Hopkinton State Park: Mr. Tim Richmond, Director – Max Performance

Vote: Mrs. Kramer entertained a motion to approve a request from Tim Richmond, Director of Max Performance, for a road permit to hold Max Performance's Triathlon events at the Hopkinton State Park on May 11, 2008 and September 7, 2008 between the hours of 8:45 a.m. to 10:00 a.m. This permit approval is based upon the arrangements made between Max Performance and the Hopkinton Police Department. **So moved Mr. Herr. Second Mrs. Pratt. Unanimously voted.**

Affordable 40B Condo Unit @ Pinecrest Village: Mary Pratt

Mrs. Pratt announced the availability of an affordable 40B Condo Unit at Pinecrest Village, and said that interested persons could fill out an application; that they are available at the Town Manager's Office and the Planning Board Office.

Legacy Farms Update

Mr. Zettek stepped off the Board due to potential conflict of interest.

Mrs. Kramer said that at the Planning Board meeting held December 17th, a proposal by Town Counsel, Attorney Miyares was made to establish a negotiation team to represent the town's interest in the formation of a development agreement with respect to the development of Boulder Capital's Legacy Farm's project. It was noted that neither the Board of Selectmen nor any of the various Town departments can impede the development, but that the negotiation team would ensure that the project would be revenue positive for the Town and that the quality of life for Hopkinton residents would be preserved. Mr. Herr stated that a vision and objective of the negotiation team should be addressed. After some discussion regarding the make-up of the negotiation team, the Board voted that the negotiation team would be comprised of Town Manager, Mr. Troiano, Planning Director, Elaine Lazarus, and Town Counsel, Attorney Miyares; and that the key responsibility would include following the progress of the project, keeping the public informed, and communicating with liaisons from the town's various departments including the DPW and the Department of Environmental Protection (DEP) as well.

Vote: Mrs. Kramer entertained a motion that the negotiation team would be a three-member team comprising of Town Manager, Mr. Troiano, Planning Director, Elaine Lazarus, and Town Counsel, Attorney Miyares. **So moved Mr. Shepard. Second Mrs. Pratt. Unanimously voted.**

Mr. Zettek stepped back on the Board.

Liaison Reports

Mr. Herr, as the liaison and member of the Cultural Arts Alliance (CAA) Building Committee, gave a status of the restoration of the CAA's barn project, and that the foundation is now completed.

Mrs. Pratt wished to send letters to Senator Spilka and Rep. Loscocco sometime in January regarding a Bond bill for \$500M for Ch. 90 that could provide the Town with much needed Ch. 90 funding.

Mr. Shepard asked about the Board of Selectmen discussing the issue of selling Town-owned property; and requested to place this issue on the next agenda. Mrs. Pratt suggested reviewing the Town's Small Parcels report.

As the Presidential Primary is scheduled on the first Tuesday of February 2008, the Board agreed to discuss at their next meeting their meeting schedule for the month of February through spring.

Mr. Zettek, as liaison to the Recycling Committee, noted that the Recycling Contract is due to expire or to be renewed in June 2008. He emphasized the during the holiday season, there tends to be an increase in curbside trash and stressed the importance of recycling wrapping paper and cardboard boxes rather than placing them in the rubbish.

Town Manager's Report:

Mr. Troiano presented the request from the Municipal Building Inspector, Chuck Kadlik, to increase the building permit fees from \$7 to \$10 per thousand dollars effective January 1, 2008. It was noted that the Town's surrounding Hopkinton have fees that reflect the \$10 fee as requested by Mr. Kadlik.

Vote: Mr. Shepard motion to approve the Municipal Building Inspector's request to increase the permit fees from \$7 to \$10 effective January 1, 2008. **Second Mr. Herr. Unanimously voted.**

Mr. Troiano said that one of the Town's Counselors, Attorney Harrington, submitted a letter to the Town Manager's Office stating that upon his review of the Bulk Assignments of Delinquent Tax Liens program, he recommends that this program can be implemented by the Town Treasurer. The Board agreed to invite the Town Treasurer to the next Selectmen's meeting to review the program with the Board, and to prepare a motion to approve the program.

Mr. Troiano had a conversation with the Board regarding the upcoming Massachusetts Municipal Associations' meeting scheduled in January; and stated that he has registered all of the Board members to attend various meetings along with his registration. It was noted that as Mrs. Kramer would be attending, she would vote on behalf of the Board of Selectmen at the January 12, 2008 MMA's Annual Business Meeting.

Mr. Troiano talked about the need to meet with the Capital Improvement Committee to request \$45,000 for the drainage improvements to the Town Hall along with other capital items. Mrs. Kramer would like a report on what has been spent on the Town Hall renovation landscaping project. It was requested to ask Ms. Brug who has been working on this project to attend a Selectmen's meeting to review this project with the Board. Mrs. Kramer also asked Mr. Troiano and the CFO, Ms. Kriger, to work on reviewing the "overlaps" of efficiencies between departments. Mr. Herr suggested a matrix in looking at the whole Town's service overlaps. Mr. Troiano said that he has been meeting with Department Heads to review their budgets for FY'09.

Mr. Zettek encouraged residents to expose fire hydrants that might be hidden from the recent snowstorms by shoveling the snow that might be covering them.

Readout Mail

Mr. Shepard read a letter from the Hopkinton Housing Authority's Board of Commissioners regarding their upcoming meeting with the Community Preservation Committee (CPC) to make a presentation regarding the building of 12 affordable housing units on their property located on Mayhew Street. The letter requests the BoS's support in this endeavor. Mrs. Pratt commented that she would attend the CPC meeting.

Hopkinton Tax Relief Committee Appointment (member at large; term to '08): John Palmer

Vote: Mrs. Kramer entertained a motion to appoint John Palmer to the Hopkinton Tax Relief Committee for a term to 2008. **So moved Mr. Shepard. Second Mr. Zettek. Unanimously voted.**

Marathon Committee Resignation: Timothy Kilduff

Vote: Mrs. Kramer entertained a motion to accept with regret Timothy Kilduff's resignation from the Marathon Committee effective immediately. **So moved Mr. Shepard. Second Mr. Zettek. Unanimously voted.**

Proclamations: Ann Click; Robert Foster; Robert Bartlett

Vote: Mrs. Kramer entertained a motion to approve for signature the Proclamations that recognized citizens, Ann Click, Robert Foster, and Robert Bartlett at the Chamber of Commerce event held December 12, 2007. **So moved Mr. Shepard. Second Mr. Herr. Unanimously voted.**

Selectmen's Minutes: 10/16/ 07; 10/30/07 (ES); 11/20/07

Vote: Mrs. Kramer entertained a motion to approve the October 16, 2007 minutes. **So moved Mr. Shepard. Second Mrs. Pratt. Unanimously voted.**

Vote: Mrs. Kramer entertained a motion to approve the October 30, 2007 Executive Session. **So moved Mr. Shepard. Second Mr. Herr. Unanimously voted.**

Vote: Mrs. Kramer entertained a motion to approve the November 20, 2007 minutes. **So moved Mr. Shepard. Second Mr. Zettek. Unanimously voted.**

Ambulance Gift Account (\$50)

Vote: Mrs. Kramer entertained a motion to accept a gift into the Ambulance Gift Account for \$50 from Joan Strathern and Don Creswell, Jr. made in memory of Richard Creswell. **So moved Mr. Shepard. Second Mr. Zettek. Unanimously voted.**

Sharon Timlin Memorial 5K Race; Sat. June 21, 2008; 8 a.m. – 1 p.m.

Vote: Mrs. Kramer entertained a motion to approve the road permit request from The Angel Fund, a charity organization, to hold the 5th Annual Sharon Timlin Memorial 5K Race/Family Fun Day to Cure ALS scheduled on Saturday, June 21, 2008 from 8:00 a.m. to 1:00 p.m. at Hopkinton High School, per the approval of the Police Chief. **So moved Mr. Shepard. Second Mr. Zettek. Unanimously voted.**

License Renewals (1/1/08-12/31/08)

Vote: Mrs. Kramer entertained a motion to approve the following License Renewals for the calendar year from January 1, 2008 to December 31, 2008, with the exception of Catering con Classe by Maria which is contingent upon completion of the necessary paperwork needed to obtain the license:

Liquor License/Entertainment Licenses:

1) Bills Pizza; 2) Carbone's Restaurant; 3) Catering Con Classe by Maria (contingent upon completion of the paperwork); 4) Cornell's; 5) Dynasty Restaurant; 6) Golden Spoon; 7) Hopkinton Wine & Spirits; 8) Sauce on Main; 9) Hopkinton Country Club; 10) Star Package Store; 11) Woodville Rod & Gun Club; CIAO Time

Common Victualer Licenses

1) Hopkinton Gourmet; 2) Red Barn Coffee Roasters; 3) Sodexo Services (228 South Street); 4) Sodexo Services (42 South Street); 5) Sodexo Services (171 South Street) 6) Sodexo Services (117 South Street); 7) Sodexo Services (176 South Street).

Class I License: E. J. Murphy, Inc.; **Class II License:** Whitehall Auto Sales, Inc.; **Limousine License:** Able Limousine, Inc.; **Common Carrier License:** Boston Tours, Inc.; **Municipal Street License:** The Lift (MetroWest Transit Authority).

So moved Mr. Shepard. Second Mr. Zettek. Unanimously voted.

Meeting Adjourned:

9:45 p.m Mr. Shepard motioned to adjourn the public meeting. **Second Mr. Herr. Unanimously voted.**

Respectfully submitted,

Geri Holland
Executive Assistant

Date approved: 2-12-08