



## TOWN OF HOPKINTON SELECT BOARD MEETING AGENDA

Tuesday, April 30, 2024 6:00 PM

Hopkinton Town Hall, 18 Main St, Hopkinton, MA - Room 215/216

### ACTIONS TAKEN

6:00 PM

#### CALL TO ORDER

1.

#### PLEDGE OF ALLEGIANCE

6:01 PM

#### PUBLIC FORUM

2.

Residents are invited to share ideas, opinions or ask questions regarding Town Government.

6:10 PM

#### CONSENT AGENDA

3.

The Select Board will consider the following consent agenda:

- a. **MINUTES** - The Select Board will consider approving the Minutes of the March 26, 2024 and April 2, 2024 meetings.
- b. **MARATHON FUND REQUEST**- The Select Board will consider approving a fund request recommended by the Marathon Fund Committee of \$900, for the Post Prom Committee. The funding is for hiring Matt Roberts for a one hour show at the post prom party on 5/10/2024 at Pinz.
- c. **ELECTION WORKER APPOINTMENTS** - The Select Board will consider a request from the Town Clerk to appoint Election Workers through 4/30/2025.
- d. **NEW ENGLAND CHINESE AMERICAN ALLIANCE** - The event was approved by the Select Board at the April 16, 2024 meeting, and is scheduled to be held on May 4, 2024. The application had an incorrect rain date of May 27, which the applicant would like to change to May 25. The permitting team has no objection to the proposed correction.
- e. **RESIGNATION** - The Select Board will consider accepting the resignation of Asha Sherring from the Youth Commission effective June 30, 2024.

Supporting Exhibits: [Marathon Fund Request Application](#); [List of Election Workers](#); [New England Chinese American Alliance Parade Permit Application](#)

- **The Select Board approved Consent Agenda items a, b, d and e. (5-0)**
- **The Select Board appointed the Election Workers to terms expiring 4/30/2025. (4-0-1)**

6:15 PM

#### FARMERS MARKET LICENSE - HOPKINTON FARMERS MARKET - BLISSPOINT MEADERY

4.

The Select Board will consider approving a M.G.L. c.138 §15F Farmer's Market License for Blisspoint Meadery of Bedford, MA to sell mead at the Hopkinton Farmers Market on Sundays from June 9, 2024 to October 13, 2024. An M.G.L. c.138, Section 15F certification has been approved by the Massachusetts Department of Agricultural Resources (MDAR). The retail sale and sampling must be completed in accordance with MDAR regulations (sample size cannot exceed 1-ounce and no more than 5 samples can be served to a single individual); Samples must be provided in single-use, disposable cups; vendor must provide suitable trash receptacles to accommodate the sample cups;

vendor must ID individuals requesting a sample to verify that they are of legal age, and bottles opened and used for sampling cannot be sold to the public. All paperwork including TIPS certifications and insurance have been provided.

Supporting Exhibits: Application and supporting documents; Permitting Team Comments

**The Select Board granted a Ch. 138 Sec. 15F Farmers Market License to Blisspoint Meadery to sell products at the Hopkinton Farmers Market on Sundays from June 9 to October 13, 2024. (5-0)**

**6:25 PM TOWN EMPLOYEE APPOINTMENTS**

- 5. The Select Board will consider the following appointments:
    - Nathanny Balbino, Administrative Assistant, Land Use Dept.
    - Valdeci "Val" Alves, Custodial Maintenance Worker, Engineering/Facilities Dept.
- Supporting Exhibits: Resume & Application Material

- **The Select Board appointed Nathanny Balbino as Administrative Assistant in the Land Use, Planning & Permitting Dept. (5-0)**
- **The Select Board appointed Valdeci Alves as Custodial Maintenance Worker in the Engineering/Facilities Dept. (5-0)**

**6:35 PM HIRING PROCESS UPDATES - TOWN MANAGER, DEPUTY POLICE CHIEF, DEPUTY FIRE CHIEF**

6. The Select Board will receive updates on the hiring processes relating to the Town Manager, Deputy Police Chief and Deputy Fire Chief.

**6:45 PM HOPKINTON CENTER FOR THE ARTS (HCA) LEASE AMENDMENT, 98 HAYDEN ROWE**

7. The Select Board will consider amending the HCA lease agreement to permit outdoor consumption of alcohol at events, with restrictions. The Board approved a Section 12 On-Premises Alcohol License at its meeting on April 2, 2024.  
Supporting Exhibits: Draft Lease Amendment

**The Select Board approved an amendment to the Lease Agreement with the Hopkinton Center for the Arts, 98 Hayden Rowe. (5-0)**

**7:00 PM MAY 6, 2024 ANNUAL TOWN MEETING AND MAY 7, 2024 SPECIAL TOWN MEETING**

8. The Select Board will consider reviewing motions for the Annual Town Meeting and the Special Town Meeting. The Select Board will take positions on warrant articles. The Select Board will consider discussing its Town Meeting presentations.  
Supporting Exhibits: Annual Town Meeting and Special Town Meeting Motions; List of Articles Requiring Select Board Recommendation

**The Select Board voted to recommend no action on the following Annual Town Meeting articles: (5-0)**

Article Number	Article
4	Rescind Authorized but Unissued Debt

<b>5</b>	<b>Excess Bond Premium</b>
<b>13</b>	<b>Transfer to Capital Expense Stabilization Fund</b>
<b>34</b>	<b>Toxic Chemicals Testing</b>

The Select Board voted to recommend approval of the following Annual Town Meeting articles: (5-0)

<b>Article Number</b>	<b>Article</b>
<b>1</b>	<b>Acceptance of Town Reports</b>
<b>2</b>	<b>FY2024 Supplemental Appropriations &amp; Transfers</b>
<b>3</b>	<b>Unpaid Bills from Prior Fiscal Years</b>
<b>6</b>	<b>Set the Salary of Elected Officials</b>
<b>7</b>	<b>FY 25 Operating Budget</b>
<b>8</b>	<b>FY 25 Revolving Funds Spending Limits</b>
<b>9</b>	<b>PEG Access and Cable Related Funding</b>
<b>10</b>	<b>Chapter 90 Highway Funds</b>
<b>11</b>	<b>Transfer to Other Post-Employment Benefits Liability Trust Fund</b>
<b>12</b>	<b>Transfer to General Stabilization Fund</b>
<b>14</b>	<b>Transfer to School Special Education Reserve Fund</b>
<b>15</b>	<b>Opioid Funds Appropriation</b>
<b>16</b>	<b>Pay As You Go Capital Expenses</b>
<b>17</b>	<b>Digitization of All Town Records</b>
<b>18</b>	<b>Districtwide HVAC Replacement (Schools)</b>
<b>19</b>	<b>Hopkins Elementary School Addition and Renovation</b>
<b>20</b>	<b>Ash St. and Fenton St. Drainage Improvement</b>
<b>21</b>	<b>Roadway and Sidewalk Improvements, DiCarlo Rd., Peppercorn Rd., Barbara Rd.</b>
<b>22</b>	<b>Granite St. Culvert Replacement</b>

<b>23</b>	<b>Townwide Flushing Program</b>
<b>24</b>	<b>Howe Street Water Treatment Plant - Ozone Treatment</b>
<b>25</b>	<b>Grove Street Water Tank Design</b>
<b>26</b>	<b>East Main Street Water Main Replacement</b>
<b>27</b>	<b>Water Department Vehicle Replacement (W1)</b>
<b>28</b>	<b>Water Department Vehicle Replacement (W2)</b>
<b>29</b>	<b>Water Department Vehicle Replacement (W3)</b>
<b>30</b>	<b>Sewer Department Vehicle Replacement</b>
<b>31</b>	<b>Wastewater Treatment Plant Membrane</b>
<b>32</b>	<b>Sewer System Evaluation, Hayden Rowe Pump Station</b>
<b>33</b>	<b>Municipal Parking</b>
<b>35</b>	<b>Home Rule Petition - Senior Tax Exemptions, School Building Projects</b>
<b>37</b>	<b>Community Preservation Funds</b>
<b>38</b>	<b>Community Preservation Recommendations</b>
<b>42</b>	<b>General Bylaw Amendment - Membership on 3 Committees (change from registered voters to residents)</b>
<b>43</b>	<b>General Bylaw Amendment - Admission to Town Meeting Hall</b>
<b>45</b>	<b>Gift of Land - Whisper Ridge Subdivision</b>
<b>46</b>	<b>Gift of Land - Connelly Farm Subdivision</b>
<b>47</b>	<b>Gift of Land - Elmwood III Subdivision</b>
<b>48</b>	<b>Easement, Lake Maspenock Dam Operations &amp; Maintenance</b>
<b>49</b>	<b>Property Disposition - 0 Duffield Rd. and 0 Beach St.</b>
<b>51</b>	<b>Amend Town Charter - Strong Police Chief Reference</b>

The Select Board voted to recommend approval of the following Special Town Meeting articles: (5-0)

<b>Article Number</b>	<b>Article</b>
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<b>1</b>	<b>Public Works Vehicle Replacement</b>
<b>2</b>	<b>Main Street Fire Station HVAC Upgrade</b>
<b>3</b>	<b>Woodville Fire Station Repairs</b>
<b>4</b>	<b>Property Disposition - 0 Hayward Street</b>

**The Select Board authorized the Interim Town Manager to sign Purchase & Sale Agreements for the Colella and Larter properties, which are on the warrant for acquisition at the May 6, 2024 annual town meeting. (5-0)**

**7:15 PM TOWN MANAGER REPORT**

9. Town Manager will report on the following:
- a. Main Street Corridor Project
  - b. Per-and Polyfluoroalkyl Substances (PFAS) treatment project
  - c. Massachusetts Water Resources Authority (MWRA) Southborough Interconnection project
  - d. Staffing Update
- Supporting Exhibits: Town Manager Report

**7:25 PM LIAISON REPORTS/BOARD INVITES**

10. Supporting Exhibit: FY24 Select Board Liaison List

**7:30 PM FUTURE BOARD AGENDA ITEMS**

1. Proposed approach to changes to the Charge, membership and work of the Upper Charles Trail Committee - Irfan Nasrullah
2. The Select Board will consider forming a Town Economic Development Advisory Council - Mannan
3. Liquefied Natural Gas (LNG) Plant Oversight and Advisory Committee - Mannan
4. Tax Relief Committee - Mary Jo LaFreniere

**7:35 PM ADJOURN**

**Correspondence to Select Board**

1. Letter of Support - Hopkinton Public Library

**Upcoming Select Board Meetings**

1. May 6, 2024 (Annual Town Meeting)
2. May 7, 2024 (Special Town Meeting)
3. May 21, 2024
4. June 4, 2024

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Town Hall is accessible; the public may attend in person or remotely. If accommodations/modifications are needed, please contact the Town Manager's office at 508-497-9701 or [complete this form](#).

The listed matters on the agenda are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Unless an agenda item is a posted public hearing, the matter may be considered earlier than the indicated time if there are last minute cancellations or other unforeseen events which cause the Board to move more quickly through the agenda.

Members of the public are welcome to attend this in-person meeting at 18 Main St. or by the remote zoom connection provided. Please note that if a quorum of Select Board members are present in the meeting room the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.