



TOWN OF HOPKINTON
SELECT BOARD MEETING AGENDA
Tuesday, September 9, 2025 6:00 PM

Hopkinton Town Hall, 18 Main St, Hopkinton, MA - Room 215/216
(Executive Session will be held in Room 205)

Board Members: Joe Clark, Chair, Shahidul Mannan, Vice Chair,
Brian Herr, Amy Ritterbusch, Matthew Kizner

ACTIONS TAKEN

6:00 PM CALL TO ORDER - OPEN SESSION

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 VOLUNTEER RECOGNITION

3. The Select Board will consider recognizing Chuck Dauchy and Mavis O'Leary, who have been nominated for recognition of their volunteer service to the community.

Supporting Exhibits: [Volunteer Recognition - Chuck Dauchy, Mavis O'Leary](#)

To nominate a community volunteer: [Volunteer Recognition Form](#)

6:20 PM CONSENT AGENDA

4. The Select Board will consider the following consent agenda:

- a. **MINUTES** - The Select Board will consider approving the Minutes of the August 5, 2025 and August 12, 2025 meetings.
- b. **ACCEPT GIFTS** - The Select Board will consider accepting the following gifts:
 - \$275 from the Irvine Foundation to the Fire Department
 - \$12,000 from the Hopkinton Public Library Foundation Inc. to the Hopkinton Public Library for Creatorspace purchases
 - Two freezers worth \$7,734.16 from the Friends of the Hopkinton Seniors, Inc., to the Hopkinton Senior Center.
- c. **ACCEPT RESIGNATIONS** - The Select Board will consider accepting the resignation of Heather Burton from the Conservation Commission, Jamie Shepard from the Regional Vocational School Committee.
- d. **RESIGNATION ANNOUNCEMENT** - The Select Board will announce the resignation of Laura Hanson from the Parks and Recreation Commission.
- e. **NEW TOWN EMPLOYEES** - The Select Board will consider confirming the Town Manager's appointment of Mitchell Wolpert as the Deputy Assessor, and Mary Zeinieh as the Human Resource Generalist.
- f. **PARADE PERMITS** - The Select Board will consider approving the following parade permit applications:
 - **2025 Jimmy Fund Walk:** The event is scheduled to be held on October 5, 2025. There are no road closures requested. The walk will take place along the Boston Marathon course starting at the Marathon start line and ending at Ashland town line.

- **26th Annual Michael's Run 5k:** The event is to be held on October 18, 2025 at 10 a.m. The starting point of the race will be Ash Street and the ending point will be the Town Common. There are road closures requested on Ash St. (starting at Center School to Thayer Heights Rd), Park St. (Hayden Rowe St.) and Thayer Heights (Ash St. corner). The applicant requests the fee for this permit be waived, as they are a nonprofit organization.

Supporting Exhibits: Application materials; Parade Permit Applications & supporting documents

The Select Board approved the consent agenda. (5-0)

6:25 PM 5. NEW COMMON VICTUALLER LICENSE AND ENTERTAINMENT LICENSE - CRUST & CO. LLC, 77 WEST MAIN STREET

The Select Board will consider approving a new common victualler license and an entertainment license for Crust & Co., LLC d/b/a Crust & Company Pizza & More located at 77 W Main St.

Supporting Exhibits: Application & Supporting documents

The Select Board approved the issuance of a Common Victualler License and an Entertainment License for Crust & Col, LLC d/b/a Crust & Company Pizza & More, at 77 West Main St. with the following contingencies: that all permits from the Board of Health are issued in advance of the license and that all required inspections including electrical, building, fire, and health are completed and satisfactory before issuing the license. (4-1)

6:30 PM 6. 52 MAIN STREET BUILDING COLLAPSE

The Select Board will review the building collapse incident that occurred on August 28, and next steps.

6:35 PM 7. FY 2025 Q4 DEPOSIT INVESTMENT REPORT

The Select Board will receive the Fiscal Year 2025 Q4 Investment Report provided by Charles Paquette, Town Treasurer/Collector.

Supporting Exhibits: FY2025 Q4 Deposit Investment Report

6:40 PM 8. BOARD & COMMITTEE APPOINTMENTS

The Select Board will consider making the appointments to the following boards and committees:

- Regional Vocational School Committee - 2 vacancies (1 term expiring 6/30/2026 and the other expiring 6/30/2028); Two applicants: Brendan Tedstone, Sabine St. Pierre
- Cultural Council- 2 vacancies (two 3 year terms); 2 applicants: Mari Jae Benning, Laura Calderwood.
- Hopkinton Historic District Commission - 1 vacancy, term expiring 6/30/2028 - Applicant: Shweta Agarwal
- Historical Commission - 2 Associate Member vacancies with terms expiring 6/30/2026 and 6/30/2028.

1 Applicant: Shweta Agarwal

Supporting Exhibits: Applications

The Select Board appointed the following individuals to boards and committees: (5-0)

- **Brendan Tedstone to the Regional Vocational School Committee, to a term expiring 6/30/2028;**
- **Sabine St. Pierre to the Regional Vocational School Committee, to a term expiring 6/30/2026;**
- **Mari Jae Benning and Laura Calderwood to the Cultural Council, to terms expiring 9/9/2028;**
- **Shweta Agarwal to the Hopkinton Historic District Commission, to a term expiring 6/30/2028;**
- **Shweta Agarwal as an associate member of the Historical Commission, to a term expiring 6/30/2028.**

6:50 PM LEGAL COUNSEL SERVICES

9. The Select Board will consider selecting a firm to provide Town Counsel services.

7:20 PM TOWN MANAGER REPORT

10. Town Manager will report on the following:

- Main Street Corridor Project Update
- Purdue/Sackler and Secondary Opioid Settlement Agreements
- Ash-Hop Porchfest September 13
- PFAS Public Forum September 16
- Resident Sand/Salt Pile
- Town Department Position Vacancies - Senior Services Van Driver, Administrative Assistant (Human Resources/Town Clerk), Public Safety Dispatchers

Supporting Exhibits: Town Manager Report

The Select Board authorized the Town Manager to sign the Purdue/Sackler and Secondary Opioid Settlement Agreements on behalf of the Town. (5-0)

The Select Board authorized the posting of the Senior Services Van Driver, Administrative Assistant (Human Resources/Town Clerk), and two Public Safety Dispatch positions. (4-0-1)

7:30 PM LIAISON REPORTS/BOARD INVITES

11. Supporting Exhibit: FY 26 Liaison list

7:35 PM FUTURE BOARD AGENDA ITEMS

12. Board members will identify future agenda items.

- Liquified Natural Gas (LNG) Plant Oversight and Advisory Committee - (7/11/23)
- Update on Timothy Brennan issue - (5/21/24) [Tabled 6/4/24]
- Provide information/update on the matter concerning release of unredacted documents - (6/4/24)
- Update/report from Commission on Disability - (10/1/24)
- Continued conversation with Public Safety & Schools regarding preparedness and response. (12/3/24)
- Review Redactions Policy, Summer 2025 (12/17/24)
- FY 2026 Select Board Goals (2/4/25)
- Impacts of Federal budget changes (4/8/25)
- Discuss preparations for Saturday annual town meeting (5/13/25)
- Designate Board liaison for Southborough IMA negotiations (7/1/25)
- Provide regular updates on MWRA connection project (7/1/25)

7:40 PM EXECUTIVE SESSION

13. The Select Board will consider convening in executive session:

- a. Pursuant to *M.G.L. c.30A, §21(a)* (purpose 3) to consider strategy with respect to negotiations with the Dispatch union;
- b. Pursuant to *M.G.L. c.30A, §21(a)* (purpose 3) to consider strategy with respect to litigation: *Heverling v Board of Appeals and Foisy*, Land Court Docket No. 25 MISC 000476 (MDV);
- c. To approve executive session minutes (8/12/25).

7:50 PM ADJOURN

Upcoming Select Board Meetings

1. September 23, 2025
2. October 7, 2025
3. October 21, 2025
4. November 4, 2025

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.