



TOWN OF HOPKINTON SELECT BOARD MEETING AGENDA

Tuesday, August 27, 2024 6:00 PM

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

(Executive Session will be held in Room 205)

ACTIONS TAKEN

6:00 PM

CALL TO ORDER

1.

EXECUTIVE SESSION

- a. Executive session pursuant to M.G.L. c. 30A, Section 21(a), (purpose 3), collective bargaining, to consider a grievance filed by the Police Union on behalf of its membership, because an open meeting may have a detrimental effect on the bargaining position of the Board;
- b. Pursuant to *M.G.L. c.30A, §21(a)* (purpose 3) to consider strategy with respect to litigation: Hopkinton CP LLC v. Town of Hopkinton (Middlesex Superior Court, No. 2381CV01066); because an open meeting may have a detrimental effect on the litigating position of the Board;
- c. Pursuant to *M.G.L. c.30A, §21(a)* (purpose 3) to consider strategy with respect to litigation: Hopkinton LNG Corporation D/B/A Eversource Energy v. Board of Assessors of the Town of Hopkinton (Appellate Tax Board Docket No. 332213, 332214, 335081 (FY 2017), Docket No. 334817, 334818, 335082 (FY 2018), Docket No. 337604, 337605, 337606 (FY 2019), Docket No.339833, 339835 (FY 2020), Docket No. 342571, 342567 (FY 2021), Docket No. 345131, 345134, 345137 (FY 2022)); because an open meeting may have a detrimental effect on the litigating position of the Board;
- d. Pursuant to *M.G.L. c.30A, §21(a)* (purpose 2) to consider strategy for negotiations with non-union personnel (Town Manager);
- e. Approve Executive Session minutes for 8/6/24.

7:00 PM

CALL TO ORDER - OPEN SESSION

2.

PLEDGE OF ALLEGIANCE

7:01 PM

PUBLIC FORUM

3.

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

7:10 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 7/9/2024, 7/16/2024 and 8/6/2024 meetings.
- b. **MCINTYRE LOAM SIGN, WOOD ST.:** The Select Board will consider approving a new sign for McIntyre Loam at 117 Wood Street. The 12 sq. ft. sign is requested by John Palmer on behalf of McIntyre Loam, Inc. It would be located on Town property, a portion of the old right of way, at the end of the driveway at McIntyre Loam. The new sign replaces an existing sign in the same location and will have similar colors, size, wording and placement. The major difference is the addition of the "Tommy"

tribute which is a sticker that has been put on all of the company vehicles and equipment since the passing of the company founder Tom McIntyre. Select Board approval is required pursuant to Zoning Bylaw Sec. 210-178.F, which allows signs within the rights of way of certain streets (including Wood St.) provided that the sign shall not exceed 20 sq. ft. and shall not be illuminated.

- c. **NEW EMPLOYEE:** The Select Board will consider confirming the Town Manager's appointment of Shawn Tessier, Heavy Equipment Operator, Department of Public Works.
- d. **RESIGNATION:** The Select Board will consider accepting the resignation of Jeff Barnes from the Conservation Commission.

Supporting Exhibits: Request for signage in the right of way; Resume & application

- **The Select Board approved Consent Agenda items a and b. (5-0)**
- **The Select Board accepted the resignation of Jeff Barnes from the Conservation Commission with gratitude for all he has given to the Town. (5-0)**
- **The Select Board confirmed the Town Manager's appointment of Shawn Tessier as Heavy Equipment Operator, DPW. (5-0)**

7:15 PM INTERNATIONAL MARATHON CENTER - UPDATE

- 5. The Select Board will receive an update from the 26.2 Foundation regarding the International Marathon Center on East Main St.
Supporting Exhibits: Presentation

7:30 PM Q4 DEPOSIT AND INVESTMENT REPORT

- 6. The Select Board will receive the Fiscal Year 2024 Q4 Investment Report prepared by Charles Paquette, Town Treasurer/Collector. General Fund deposit balance as of the reporting date was \$78,473,853.29. Interest income for the three months of the reporting period was \$974,472.30, an increase of \$50,522.47 from the prior quarter.
Supporting Exhibits: Fiscal Year 2024 Q4 Investment Report

7:40 PM REDACTION POLICY

- 7. The Select Board will consider a draft policy on redacting records which are the subject of requests received pursuant to the Massachusetts Public Records Law.
Supporting Exhibits: Draft Redaction Policy

8:00 PM BAYPATH HUMANE SOCIETY - LEASE AMENDMENT, 66 FRUIT STREET

- 8. The Select Board will review a proposed amendment to the Baypath Lease agreement for a 5 acre parcel at 66 Fruit Street, which would grant a 1 year extension of time to begin construction and allow an increase in building square footage.
Supporting Exhibits: Memo from Baypath Humane Society; Draft Lease Amendment

The Select Board approved the amendment to the Baypath Humane Society Lease and authorized the Town Manager to sign the lease amendment documents. (5-0)

8:15 PM DISCUSS BUDGETARY PLANNING MEASURES INCLUDING HIRING REVIEW AND CAPITAL PLANNING

- 9. The Select Board will discuss future budget planning measures including Town employee hiring review and capital planning.

Supporting Exhibits: Draft 2025 ATM Timeline & FY26 Budget Calendar

8:35 PM
10. WATER AND SEWER ADVISORY BOARD CHARGE
The Select Board will consider the purpose, mission, duties and composition of a new Water and Sewer Advisory Board.
Supporting Exhibits: Draft Board Charge Template

8:55 PM
11. MILFORD-HOPKINTON INTERMUNICIPAL AGREEMENT EXTENSION
The Select Board will consider reviewing and voting on an extension of the Milford-Hopkinton Intermunicipal Agreement for sewer services.
Supporting Exhibits: Draft Intermunicipal Agreement Extension, Original Agreement and 1st Amendment

The Select Board approved the extension of the 2000 Intermunicipal Agreement, as amended in 2010, with the Town of Milford, relative to wastewater collection, treatment and disposal services. (5-0)

9:05 PM
12. TOWN MANAGER REPORT
Town Manager will report on the following:
a. Resident's Guide to Town's Finances - Revenues, Expenditures & Debt Overview
b. Disposition of McFarland Sanger House, 148 Lumber Street
c. Public Library Building Cooling - Update
d. Options for Appointment of Town Counsel and Labor Counsel
e. Special Town Meeting Dates - Nov. 18 or Dec. 2
f. Teachers Union Negotiations - Participation by Town Manager & Chief Financial Officer
g. Main Street Corridor Project
h. Per-and Polyfluoroalkyl Substances (PFAS) treatment project
i. Massachusetts Water Resources Authority (MWRA) Southborough Interconnection project.
Supporting Exhibits: Town Manager Report

9:25 PM
13. LIAISON REPORTS/BOARD INVITES
Supporting Exhibit: FY25 Liaison Assignments

9:30 PM
14. FUTURE BOARD AGENDA ITEMS
Board members will identify future agenda items.
1. Proposed approach to changes to the Charge, membership and work of the Upper Charles Trail Committee - (from May 2023 annual town meeting) (*tentatively scheduled for 9/17/24 meeting*)
2. Consider forming an Economic Development Advisory Council; Consider the Town's approach to economic development - Mannan (10/26/23); Herr (6/4/24)
3. Liquefied Natural Gas (LNG) Plant Oversight and Advisory Committee - Mannan (7/11/23)
4. Tax Relief Committee - Mary Jo LaFreniere (4/30/24)
5. MBTA Communities zoning compliance by 12/31/24 - Ritterbusch (5/21/24)
6. Update on Timothy Brennan issue - Clark (5/21/24) [Tabled 6/4/24]
7. Establish a water and sewer advisory committee to manage PFAS, MWRA Connection, and enterprise funds - Herr, Mannan (5/21/24)

8. Consider instituting limits on Town Department authority on spending and hiring by end of July - Herr (5/21/24)
9. Provide information/update on the matter concerning release of unredacted documents - Clark (6/4/24)
10. Understand the options regarding Town Counsel and Labor Counsel. (7/16/24)
11. Capital Projects review and prioritization (brainstorm strategy, policy and approach - Mannan (7/16/24)

9:35 PM ADJOURN

Correspondence to Select Board

1. 2024-08-02 Letter from Inspectional Services re 109 Hayden Rowe
2. 2024-07-29 Letter from Inspectional Services re 124 East Main St
3. Board of Appeals public hearing notice re 290 W Main St.

Upcoming Select Board Meetings

1. September 10, 2024
2. September 17, 2024
3. October 1, 2024
4. October 15, 2024

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.